

**Regular Meeting  
Of the Board of Trustees  
Of the Village of Bergen at  
7:00pm on June 8<sup>th</sup> 2016**

The regular meeting of the Board of Trustees was called to order by Mayor Barclay at 7:00pm with the following present:

Trustee Almquist  
Trustee Donovan  
Trustee Fedele  
Trustee VanEenwyk

Also present were: Village Administrator Cortney Gale, DPW Supervisor Gary Zawodzinski, Eric Wies, Ray MacConnell, Sgt. Jason Saile, and Officer Ryan DeLong.

**Approval of Bills**

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

**Approval of Minutes**

A motion to approve the meeting minutes of May 11<sup>th</sup> 2016 was made by Trustee Fedele and seconded by Trustee Almquist. The motion was carried by a unanimous vote:

**Mayor's Report**

**Grants**

- The fire department and the Mt Rest Cemetery Association have asked about grant monies available for trees; I am researching options for them.
- Rick Houser of In Site Architecture,( the firm we are working with on the New York Main Street Grant Technical Assistance Grant) presented the Façade Renovation Handbook and Building re-use Analyses Façade recommendation Studies to Frank Kielbasa and Dick Sands (Mason building), Ray MacConnell, Vickie Almquist, Cortney Gale, and myself this morning. (6/8). The next step will be to share the façade and interior proposals with the building owners, and to determine the application options for the Main Street Grant.
- The summer recreation program received a \$1000 grant from the Genesee County Youth Bureau, and \$100 from the American Legion. This will pay for the counselor and assistant, a program through Genesee County Parks, and supplies and snacks.
- I have submitted a grant application through the Dr. Pepper Snapple Keep America Beautiful for recycling bins for parks; I have requested 6 recycling bins as part of the parks master plan.
- Eric Wies, Gary, Cortney, and I met to discuss the status grants involving drainage, wastewater treatment plant upgrades, and upcoming grant options for the village (ex. Composting).
- Cortney and I met with Jay Grasso 5/27 to discuss the status of the village survey he is conducting, and the new series of grant opportunities that have opened up.

- A dinner was held at the Viking Valhalla on Friday May 13<sup>th</sup> in appreciation of the 2 years of dedicated work of the committee members. Committee members received certificates of appreciation from the town and village.
- A public hearing will need to be scheduled (July) for the Comprehensive Plan, a final copy will be sent to board members in the next week.

#### **Park Committee/Tree Board**

- The 12<sup>th</sup> Annual Community Action Day was held May 14<sup>th</sup>; there were over 25 participants (Bonduelle, fire department, DPW, park committee, etc) and the tasks were completed in record time. Participants received certificates of appreciation.
- Plots in the community garden have been planted, a reporter from the Batavia Daily is writing an article w/pictures for the paper.
- A trail walk is planned for the 4<sup>th</sup> Saturday of each month (weather permitting)
- Ed Adams, Vickie Almquist, David Barclay and I planted the Monarch gardens on Saturday, June 4; one on the east side of Ward Park, one to the north of the community garden.
- Vickie Almquist and I prepared Park Committee materials for the Park Festival booth; summer rec app, disc golf app, trail map, etc)

#### **Other meetings attended, Etc.**

- The Village of Bergen map for the board room was completed by Erin Pence (GC Planning), Gary and Kirk will frame it for hanging.
- Vickie Almquist and I joined members of the fire department, town board, and the Miller family in Albany for a very moving ceremony to install Barry Miller's (and four others) name on the EMS Memorial. Senator Ranzenhofer presented Barry's name and later offered to the Senate to have Barry awarded the NYS Liberty Medal on the floor of the Senate. Senator Gallivan also spoke on behalf of Barry. Assemblyman Hawley hosted our group during the visit to Albany.
- I invited the Zoning Board members to a meeting on May 26<sup>th</sup> to discuss the newly developed comprehensive plan, training for the members, and the need for one permanent member and 2 alternates. Barb Zinter attended as secretary.
- Cortney and I met with Sergeant Meides 6/3 to discuss calendar of patrols for the next contract year, village concerns, etc. A deputy will be attending the June 8<sup>th</sup> meeting to meet the board and answer any questions and concerns.
- The May 30<sup>th</sup> Memorial Day Parade through the village, and ceremony at Hickory Park was very well attended. The Legion ceremony was a moving tribute to our veterans.
- Emily VanEenwyk and I met on 6/3 to put the budget together for the Summer Recreation Program, and to list possible programs, speakers etc to schedule for the four weeks.
- June 2 – Vickie Almquist, Cortney Gale, and I attended the economic development forum on the finger lakes forward plan and upstate development initiative. Vincent Esposito (Empire State Development Finger Lakes Regional Director) said Genesee County is doing well fitting itself into both aspects of the \$500 million state investment into the region's five-year economic strategic plan. "(Genesee County) focusing its effort on advanced manufacturing and on the agriculture and food business ... are two of the key points of this region," Esposito said. "It's not a coincidence, not an accident. It's something you should be very aware of and focused and appreciative of, because Genesee County is very well positioned in many respects to take advantage."

#### **Administrator's**

#### **Electric**

- Electric bills are due June 13th. We had another month without turning anyone's power off.
- Joe Chimino, and I attended the NYMPA Annual meeting on May 25<sup>th</sup> in Syracuse. Electric rates will be lowered for the summer months (June through October) by .002¢ which will really help as our rate is highest in the summer.

- Fixed rate Tcc's, will remain the same next year at \$859.41. However with a number of power plants shutting down congestion charges have increased causing NYMPA's funds for this to decrease. It was approved at the meeting for a "call of funds" from each municipality. Ours will be very minimal.
- I have been working on end of year BEEP reports that go to PSC, new BEEP programs; I ordered 1200 LED light bulbs to handout. They should be coming in a couple weeks.

### **Accounting**

- Happy New Fiscal Year! As you know June 1<sup>st</sup> began our new fiscal year so we are working diligently to close the year and prepare the Annual Update Document (AUD) and Public Service Commission report.
- Bob Fox is out with a herniated disk so Tina Wilcox will be working with us. Our goal is to get the books closed by the second week in July and have the AUD submitted by July 29<sup>th</sup>. If we do, it will be the first time the Village didn't have to ask for an extension.
- The EPR Solutions' audit team will be in the office on July 12<sup>th</sup> to start their onsite work and may need to be here through July 14<sup>th</sup>. Besides doing the audit to keep our Moody's rating it is also now mandatory for bond funding as the municipal bond market has attracted more investors.
- Tina was here Monday and completed the electric inventory with the Linemen.

### **Property Tax**

- Property tax bills went out on May 31<sup>st</sup> and payments have been pouring in. We should receive the first of the escrow payments from banks soon. The largest one, from Core Logic, should be here next week. The last day to pay without a penalty is June 30<sup>th</sup>.

### **Miscellaneous**

- Brian Becker from Alternative Aspects computing was here yesterday working on the server and firewall. The server's rebooting issue was likely with the battery backup, we will need to order a new one. The firewall is out of date and needs to be replaced. Brian is going to try a software update first before looking into replacing it.
- As a reminder NYCOM Fall Training School is September 12-16 in Saratoga Springs.
- The Mayor and I have been busy with many meetings as well as organizing and publicizing the Garage Sale, Business Hop, and Disc Golf Tournament.
- I started preliminary work on the 2017-2018 budget.

## **DPW Supervisor's Report**

### **WWTP**

- Eric Weis from Clark Patterson Lee will presents at today's meeting regarding the WWTP, and planned upgrades and associated financing.

### **Electric**

- The linemen continue working on Church Street and other upgrades. A new replacement light has been installed in Hartland Park that lights the pathway by McCabe.

### **DPW and Parks**

- The fountain is up and running, a pond was installed to enhance the workings. Community action day was a success and all areas in the Village have been weeded and mulched. This coming Saturday is Park Festival and we have been preparing for all the festivities. Attached to this report is a spreadsheet with planned expenditures and upgrades. I will update this as needed to keep the board apprised of upgrades and expenditures.

## **CEO/ZEO**

|                                     |   |
|-------------------------------------|---|
| Number of Inspections               | 7 |
| Number of Building Permits Issued   | 3 |
| Number of Building C.0 / C.0 Issued | 0 |
| Number of Zoning Complaints Filed   | 1 |

|                                      |   |
|--------------------------------------|---|
| Number of Zoning Complaints Resolved | 1 |
| Number of Appearance Tickets Issued  | 0 |
| Number of Fire Inspections           | 2 |

### **Code Books**

- We have received the 2015 International Code Books the codes will take full effect on October 3rd.

### **Community Center Building**

- I am waiting for the energy compliance drawing from Clark Patterson Lee this will complete the mandatory requirements for building permit application on the community center building. From what I have reviewed to date, all appears to be in order so permits should be issued very soon.

### **Historian**

I have spent many days searching burial records for W. Monroe Sage's, first mayor of Bergen, burial place. The normal life story was provided by the mayor, but there are no records stating where he was buried. I have a contact into the Wheatland Historical Office and I am hoping they might provide some history. He was born in Wheatland and his parents are buried in Wheatland, so here's hoping that mystery will be uncovered soon.

On May 19 I spoke at a supper for the Byron Historical Society on Maretta's Doll and Toy Museum. There were about 35 present. I also spoke on my other lectures and they, as most others, found the Outhouse talk the most interesting. They became very interactive and engaged in the talk. I also spoke about Byron and Bergen's beginnings. Their Historian insisted that Lincoln's death train went through the village of Byron. I tried to correct them saying the train traveled on the NY Central and could not have traveled through Byron. That track was the West Shore track, so I ended by saying maybe they cut the body in half and therefore making 2 funeral trains, one-half on each track. It seemed to stop the attack and drew a few chuckles from the rest of the group. The funeral train went through Bergen then South Byron and on to Batavia.

I hope you have been reading my stories in both the Town and Village news letters about the happenings in the village back in the 50's and 60's. The stories are my interaction with village ladies as I delivered groceries from my father's store, collecting penny banks for the church, or halloweening from house to house.

### **Privilege of the Floor**

None

### **Trustee Concerns**

Trustee VanEenwyk

- Looking for Community Service projects for the summer recreation program kids
- In need of another individual to help with the recreation program
- Helping clean up after Bergen Park Festival and will keep cans and bottles for the recreation program

Trustee Donovan

- Have there been any information yet regarding the employee coding error by worker's compensation?
- When can a tour of the Waste Water Treatment Plant be scheduled for the Black Creek Watershed Committee?

### **New Business**

#### **Genesee County Sheriff Department**

Genesee County Sherriff Sergeant Jason Saile and Deputy Ryan DeLong attended the meeting to discuss the Bergen patrols and any areas the Board felt should be addressed.

### **W. Monroe Sage Presentation**

Village Historian Ray MacConnell gave the Board a presentation on the life and achievement of Bergen's first Mayor W. Monroe Sage. The Park Committee has recommended that the old water building be renamed the W. Monroe Sage Pavilion when it is renovated.

### **Sewer Plant Update**

Eric Wies from Clark Patterson Lee and DPW Supervisor Gary Zawodzinski discussed the Waste Water Sewer Plant with the board. There are two grants currently being completed with two more to be applied for. They suggested upgrades to the plant to reduce the amount of solids that are trucked to a processing facility.

### **Sewer Plant Upgrade**

A motion was made by Mayor Barclay and seconded by Trustee Almquist to approve the upgrades to the plant and to pursue financing and grant funds for the project. The motion was carried by a unanimous vote.

### **Bergen Energy Efficiency Program 2016-17 Budget**

Village Administrator Cortney Gale presented the 2016-2017 BEEP budget. Programs will be very similar to previous years with the exception of the Commercial Lighting Program have more LED options and rebates doubling in the Appliance Program for those appliances that are rated Energy Star Most Efficient.

A motion was made by Mayor Barclay and seconded by Trustee Donovan to approve the 2016-2017 Bergen Energy Efficiency Budget. The motion was carried by a unanimous vote.

### **Fire Department Long Term Planning**

Trustee Donovan was part of the Fire Department's Facilities Long Term Planning Maintenance Committee and discussed with the board their recommendations for the future.

### **Old Business**

**None**

### **Adjournment**

A motion was made by Trustee Fedele and seconded by Trustee Almquist to adjourn the meeting. The motion was carried by a unanimous vote:

The meeting was adjourned at 9:15pm

Respectfully submitted,

Cortney W. Gale  
Village Administrator