

**Regular Meeting
Of the Board of Trustees
Of the Village of Bergen at
7:00pm on May 10th 2017**

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, and Grace Gallivan

Approval of Bills

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

Approval of Minutes

A motion to approve the meeting minutes of April 26th, 2017 was made by Trustee Almquist and seconded by Trustee VanEenwyk. The motion was carried by a unanimous vote:

Mayor's Report

Grants

- I plan to pursue funding for Main Street through the CFA once again. Cortney and I will attend a workshop on May 25th for updates on the process for this round.
- Eric Wies has submitted a project listing form to the NYS Environmental Facilities Corp. for funding on infrastructure.
- We received the \$500 from the Miracle Grow grant for the Community Garden.

Park Committee

- The committee met on May 3, David Catalino joined the committee.
- Posters promoting the 3rd Disc Golf Tournament (July 15th) are being distributed throughout the area.
- CAD plans and tournament plans, curtailing park vandalism options, community garden, Park Festival, and Summer Recreation program were discussed.

Community Action Day

- May 18, 9am – students will arrive with teachers and principal. Tasks will be assigned to groups, a tour of the WWTP is planned, lunch to follow before students go back to school. Three veterans will be working with the students who plant the memorial garden area.
- The Arbor Day ceremony will take place in Hickory Park with the planting of both a Hickory and Lilac tree.
- I have worked with Pudgies Nursery in Batavia to order flowers for CAD, set up hanging baskets for downtown, etc. We should have a very colorful flower display throughout the village for everyone to enjoy.

Bergen Community Farm Market

- Vickie and I met with Robert Putney on May 3 for final planning. The logo will be used on “shopping” bags that will be for sale at the market. Promotional signs and advertising will be done through Impact Earth at no additional charge.

Governor’s Shared Services Initiative

- Vickie and I attended a program on May 3 which gave an overview of the requirements for the development of the County-wide Shared Services Property Tax Savings Plan. A committee will be established with the County Exec as chairperson, mayors of every city and village, and every town supervisor as required members. The committee will develop a county-wide plan identifying collaborative opportunities for shared services between as many local governments as possible according to an established timeline.
- I am asking our staff to list current shared services practices we are currently involved in.

Park Vandalism

- I received a call from Deputy DeLong reporting the cement picnic table in Hickory Park had been destroyed. A report and “cost to the village” information has been filed as well as the village intention to pursue charges. I had a discussion with Deputy Butler and Deputy DeLong looking for suggestions to deter vandalism by our kids; they advised the use of cameras, and follow-up with pressing charges.

Other meetings attended, Etc.

- Met with Eric Wies to update infrastructure projects, Sage Pavilion, and grant paperwork completion for work done with Clark Patterson Lee.
- Follow-up on speeding concerns in the development; I wrote a letter which was mailed to all residents of the development expressing those concerns and follow-up by the village. Speed signs are still being investigated, the sheriff has been notified to add patrols through the development.
- I have been adding notices to newspapers for Community garage Sale (May 20).
- The letter to the town board from the village board concerning the transfer station move has been sent.
- I am continuing to work on the reservation form for the Sage Pavilion. I would like the board to consider fees to be charged.
- I have not received budget information from Gillam Grant as of 5/10/17.

Administrator’s

Electric/Sewer

- Electric bills are due today. Sewer bills were sent out on May 2nd are due May 31st.
- CUSI has not yet started working on implementing our new Electric and Sewer Bill template. We have enough paper left to do one more electric billing.
- We received the reimbursement for the linemen helping cleanup after the windstorm. In the amount of \$28,072.68.
- Unpaid sewer arrears were sent to the county May 8th. The amount to go on property taxes is \$34,529.69.
- The NYMPA Annual Meeting is in Syracuse on May 24th.
- I ordered 1110 LED lights bulbs for BEEP. We will hand them out in June.

Office

- Bill Freitag of BST was in the office to review electric accounting on May 1st and 2nd. He was complimentary of our understanding and the processes we have in place. I would like him to do the PSC report this year to give us a clear financial picture so we know if we will have to go out for a rate increase. If we do he would prepare the submission.

- Bob Fox is in agreement that Bill should do the PSC report. Bob stated that a full audit isn't necessary this year and he will only need to double check our work before we do the Annual Update Document.
- Rene has been working on sewer arrears, sending tax information to the county, preparing the tax warrant as well as sewer and electric billing.
- Barb completed the April bank reconciliation, is working on implementing procedures recommended by Bill Freitag, preparing for the end of the fiscal year, and completing payroll certification for the county

Miscellaneous

- Bulk pick up day went very well, there was much less at the curb this year. Boon and Sons were done at 9am. If next year is similar then it may be appropriate to remove bulk pick up from our next refuse contract.
- I added the screw press to the insurance policy and discussed additional coverage for the Sage Pavilion; it currently has \$262,000 which may be enough.

DPW Supervisor's Report

DPW and Parks

- Scheduled debris pickup started this week. Paint at the Sage Pavilion is complete, trim and all inside work is next. The outside of the building concrete and brick areas have been repaired.
- Spring clean up, mowing and general Village maintenance has begun in earnest. With this and mowing, the sage pavilion will fall on the back burner in order to keep up with spring grass cutting.

Electric

- Work continues on upgrading the electric with poles installed, new wires will be run down South Lake to McKenzie.

WWTP

- The screw press installation will be complete by the end of the week and BDP will be in around noon Monday to startup and train Bruce and Chris.

Generally, there is a lot going on at the moment and we are doing our best to complete projects and keep up with normal maintenance

CEO/ZEO

Number of Inspections-16, Number of Building Permits Issued-3, Number of Building C.0 / C.0 Issued-2, Number of Zoning Complaints Filed – 0, Number of Zoning Complaints Resolved-0, Number of Appearance Tickets Issued-0, Number of Fire Inspections -4,

We have completed all but one requirement for Energy Code Enforcement Training, need one more walk thru energy inspection.

Historian

Most of my time this month has been again devoted to the power point presentation on Joseph Santens. More communications have come in from Rochester Museum and Science Center. They were very slow to respond. I expect more from them. I made another trip to the Cemetery , Holy Sepulcher. A print-out of all the Santens graves was obtained. I took a photo of the family home on Union Street.

Other phone calls and emails have been received most of which should have been directed to the Town, and have been, without response from the Town Historian. I now direct the people to email or call the Town Clerk first, wait for connections to the historian.

Privilege of the Floor

None

Trustee Concerns

Trustee Donovan

- Asked how high the flows at the sewer plant have been with all the rain.
- The shoulder of Gates St has eroded completely.
- Could iHome Wi-Fi Smart Plug be a BEEP program?
- Relayed concerns he received from a resident to the board. The resident communicated to him she didn't like the Village Board meeting minutes, she likes the sign in Zuber Park with the business names but would like to know how much it cost. The resident also stated that she feels the village should not have rentals, and brought up a story she heard that the rent was increased for one business rental to drive the owner out so the "Mayor's son could rent the space."
- Mr. Gale responded by pointing out that the village receives over \$34,000 a year from rental income for the Tulley Building, which is money that doesn't need to be raised by taxes.
- He stated that he has heard the story about the rent increase before and it is very much untrue. The previous business was paying \$300 a month for the space which was mostly offset by that business doing work for the Village. There was a casual discussion with the business owner in which it was stated that because the rent was so low it would have to be increased at some point, but no dollar amounts or time frames were discussed. The business left abruptly, giving only two weeks' notice, which was a breach of the rental agreement. Mr. Gale stated that he ran an advertisement in the Batavia Daily News and Suburban News as well as posted listings on Craigslist for six months before Pivot Acupuncture decided to expand into the space. He further pointed out that Pivot pays a monthly rent, plus utilities, which is higher than any business downtown.

Grace Gallivan asked if she could speak on the topic. She said she was present for several board meetings where this topic was discussed and if people would attend meetings and read the meeting minutes there would be less misinformation circulating.

Trustee VanEenwyk

- Asked when the Library in the Woods will be open
- Would like to know how much funding will be available for the summer recreation program, she would like to do field trips if possible.

Mayor Barclay

- There will be an event put on by Genesee County Economic Development Corporation in Bergen on Thursday June 7th called "Think and Drink" it will tour local businesses and buildings to bring attention to what we have to offer. It will conclude at the Farmers Market.

New Business

Sage Pavilion

Mayor Barclay put together information and possible fee schedule for renting the Sage Pavillion and shared it with the Board for their review.

Resolution 6 of 2017 Arbor Day Proclamation

- Whereas,* In 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and
- Whereas,* The holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and
- Whereas,* Arbor Day is now observed throughout the nation and the world, and
- Whereas,* Trees can reduce the erosion of our precious topsoil by wind and water, lower our heating and cooling costs, moderate the temperature, clean the air, produce oxygen, and provide habitat for wildlife, and
- Whereas,* Trees are a renewable resource giving us paper, wood for our homes, fuel for our fires, and countless other wood products, and
- Whereas,* Trees in our village increase property values, enhance economic vitality of business areas, and beautify our community, and
- Whereas,* Trees, wherever they are planted, are a source of joy and spiritual renewal,
- Now, therefore*
- The Board of Trustees of the Village of Bergen, do hereby proclaim May 18, 2017 as the Village of Bergen's Arbor Day Celebration in the Village of Bergen, New York, and we urge all citizens to support efforts to protect our trees and woodlands and to support our village's urban forestry programs, and
- Further,* We urge all citizens to plant trees to gladden the hearts and promote the well being of present and future generations.

A motion was made by Trustee Fedele and seconded by Trustee VanEenwyk to approve Resolution #6 of 2017 Adopting Arbor Day Proclamation for the Village of Bergen. The motion was carried by a unanimous vote.

Comprehensive Plan

Trustee Donovan led the Board in reviewing the Housing and Residential Neighborhood section of the Comprehensive Plan.

Farm Market Contribution

A motion was made by Trustee Fedele and seconded by Trustee Almquist to contribute \$550 dollars to the establishment and operation of the Bergen Community Farmers Market. The motion was carried by a unanimous vote.

Old Business

None

Executive Session

Executive session was requested by Administrator Gale to discuss employee matters. A motion was made by Trustee Donovan and seconded by Trustee Fedele. The motion was carried by a unanimous vote. The Board entered executive session with Mr. Gale present at 9:07pm

A motion was made by Trustee Almquist and seconded by Trustee Fedele to exit executive session. The motion was carried by a unanimous vote. The board exited executive session at 9:25pm

DPW Inventory

The board discussed when they would like the DPW to complete inventory and decided to push the date back from June 1st to September 1st.

Adjournment

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

The meeting was adjourned at 9:30pm

Respectfully submitted,

Cortney W. Gale
Village Administrator