

**Regular Meeting
Of the Board of Trustees
Of the Village of Bergen at
6:30pm on November 13th, 2019**

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

Trustee Vickie Almquist
Trustee Kevin Donovan
Trustee Robert Fedele
Trustee Emily VanEenwyk

Also present was Village Administrator Cortney Gale.

Approval of Bills

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

Approval of Minutes

A motion to approve the meeting minutes of October 9th, 2019 was made by Trustee Fedele and seconded by Trustee Almquist. The motion was carried by a unanimous vote.

Mayor's Report

Grants

- **Main Street** –Architectural drawings are completed and being forwarded to National Register of Historic Places. We have one property that is no longer participating in the program.
- I met with Ed Flynn, Main Street administrator, on 10/21, to discuss updates on building projects.

Committees

- **Park Committee** – All financial information has been applied to the Tree City application, I am working on narratives to complete the process and submit. At the November 2nd committee meeting completed plans for Tree Lighting (Dec 2), and discussed a new event to the village; an Airstream Rally will take place in Hickory Park the weekend of July 17, 18, 19. I am working with Randy Hill and his committee to plan the event.

WWTP

- We are still waiting for the Safety Data Sheets corresponding to cleaning materials, etc. entering the WWTP from the school. I have contacted the district with a request reminder.

Intersection Concerns

- I received an email from Assemblyman Hawley's office relaying information from the DOT concerning the safety study at Route 33 and 19, Apple Tree, and the 490 W exit. The DOT is "looking a potential long term improvements that would require a Capital Project. This study could be as long as six to nine months given the backlog of other studies and the engineering to develop alternatives for a project."

Tree lighting/Community Holiday Luncheon

- The event will be held on Dec 2 in Ward Park; all arrangements are made with participants, securing 25 trees to be decorated by organizations (reservations are coming in), and the high school art students are

preparing surprise additions to the park for the season. Cookie decoration, ornament making, a new “wish tree”, music, and Mr. and Mrs. Claus are part of the event.

- Reservations are coming in for the Community Holiday Luncheon which will be held at the Sage Pavilion on Sunday, December 8, catering by D&R Depot, 4 piece band will entertain, new Sage tree will be decorated, etc.

Meetings. Etc.

- I attended the planning board meeting on Oct 16; final plans are in place for the kick off meeting on November 20 for the Zoning Code Update. We are hoping for public participation at the meeting.
- We received a letter of resignation from the Planning Board from Matt Kleehammer. There are two vacancies on the board that need to be filled.
- I had the opportunity to work with the FIRST Lego Group and their coaches at a meeting on October 17th. They are an energetic group problem solving for solutions to vacant buildings for competition.
- BBCA meeting on October 21st; Bob Frantangelo, Bonduelle Bergen manager, gave a presentation on the business.
- Vicki Almquist and I attended the FEMA Scoping of Priorities meeting in Batavia for Genesee County villages and towns. We participated in the process of updating flood hazards in Genesee County for new FEMA maps.
- On October 24th, the BBCS 7th graders, their teachers and principal participated in the village fall clean-up. Leaves were raked, walnuts collected, gardens cleaned, bulbs planted, lamp posts decorated, and pizza devoured by all who attended. Thank you to Zach Kuter for setting things up, and Kirk Roberts.
- The Bonduelle Property closing looks to happen at the end of November!

Administrator's

Sewer

- NYS Department of Environmental Conservation will be coming on November 20th to inspect our composting operation.
- The quote for the sewer plant membranes has been extended 90 days. Hopefully by then we will have funding confirmation from the State.
- Mayor Barclay and I are meeting with LeRoy Mayor on Friday, November 15th at 10:30am.
- I submitted the yearly permit renewal for Monroe County that allows us to have sludge hauled to the VanLare sewage treatment plant.

DPW

- We received word that the new F450 is at Tenco waiting for the body to be put on. Chris Fay and I went to inspect the truck and let them know how we want it to be set up. Delivery is expected by the end of the month.

Electric

- The linemen removed a limb that fell at the corner of Clinton and Munger on Halloween night. They plan on removing the rest of the tree next week. There are a number of trees on Clinton that should be removed.
- On Friday, November 8th I called the Sheriff's Department because a tenant in an apartment building whose power we shut off twice took it upon himself to turn it back on. The Sheriff Deputy took information and statements from us to press charges.

Office

- Deputy Clerk Barb Zinter reconciled the bank statements and filed the regular reports. Barb has been working on organizing the paperwork in personnel files.
- Deputy Treasurer Rene' Vurraro continues to organize the archive room and other files in the office.

- Tax time is officially over. October 31st was the last day to pay before they are sent to the County. This year we did well and collected 98% of property tax payments. \$11,558 has not been collected. The Board needs to sign the Affidavit of Village Collector.
- I have been working on the 2020-2021 budget. I will not have the 2021 healthcare insurance rates or the wage increases until the next union contract is agreed upon. The current contract ends May 31st, 2020.

Miscellaneous

- The vacant apartment has been rented out. The gentleman took possession of it on Friday. The rent is \$650 per month.
- Bonduelle had a productive year and will be shutting down soon. They were still processing carrots Sunday.
- I received a complaint regarding our car charging stations being free. I explained to the resident that it would cost more to have the stations set up to collect payments than we would receive in payments. At this time it does not make financial sense.
- An ad was placed in the Batavia Daily News on November 16th designating the offices to be filled and terms of office for the 2020 election per state election law.
- Due to the retirement of two employees and elimination of the DPW Supervisor position the amount the Village pays into NYS Retirement has decreased by more than \$19,000.
- The sale of the Bonduelle property seems to be moving forward. I was contacted by their attorney for tax records and our attorney has been working with them to get all documents in order.

Privilege of the Floor

None

Trustee Concerns

None

New Business

Bergen Fire Department Budget Approval

A motion was made by Trustee Donovan and seconded by Trustee VanEenwyk to approve the Bergen Fire Department 2020 budget. The motion was passed by a unanimous vote.

Sewer Policy

The Board discussed residents calling the Village with sewer issues that are not the Village's responsibility (from the septic tank to the house). These calls happen frequently and cost the Village man hours and often tank pumping fees. The Board agreed that if a Village employee is called to a property and the issue is the responsibility of the owner, the resident will be responsible for reimbursing the Village. If however, the homeowner calls a plumber and it is deemed the Village responsibility (the septic tank to the plant), the Village will be responsible for reimbursing the residents.

Planning Board Member Resignation

Mayor Barclay read the letter of resignation from Matthew Kleehammer and accepted his resignation.

Affidavit of Village Collector

The Board signed the Affidavit of Village Collector which sends unpaid taxes to Genesee County for collection.

Old Business

Planning and Zoning Board Training

A motion was made by Trustee VanEenwyk and seconded by Trustee Almquist to make the November 20th Zoning Law Update meeting count towards Planning and Zoning Board members training requirements. The motion was carried by a unanimous vote.

Adjournment

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

The meeting was adjourned at 7:40pm

Respectfully submitted,

Cortney W. Gale
Village Administrator