

**Regular Meeting  
Of the Board of Trustees  
Of the Village of Bergen at  
6:30pm on May 13<sup>th</sup>, 2020 via Conference Call**

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: Village Administrator Cortney Gale and Joe Chimino.

**Approval of Bills**

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

**Approval of Minutes**

A motion to approve the meeting minutes of April 29<sup>th</sup>, 2020 was made by Trustee Fedele and seconded by Trustee Almquist. The motion was carried by a unanimous vote.

**Mayor**

**Grants**

- **Main Street** – Bids are in for all but one project, and we are waiting SHPO approval for the Streetscape portion (there was a delay in the paperwork being received by SHPO). The village will provide the man hours for the Streetscape portion of the grant which includes upgrades to the small parking lot, new large flower boxes, an elevated library box, lighting for the buildings involved on Main Street. Construction work will begin this month. Documents have been received, signed, and notarized through the office as part of the process.
- **WIIA (NYS Water Infrastructure Improvement Act) grant** –I have been in contact with Clark Patterson Lee to support documentation completion for the project.

**Committees/Boards**

- **Park Committee/Tree Board** – On hold
- **Planning Board** -The next Planning Board meeting is scheduled for Wednesday, May 20<sup>th</sup> which will be run remotely. Barton & Loguidice have sent the draft zoning districts document for review.

**2020 CENSUS**

- Online, phone and mailed self-responses continue throughout the data collection process through October 31<sup>st</sup>.

**COVID-19**

- There are daily, sometimes hourly, updates on the impact of the Corona virus from the state, county, town, school district, and surrounding villages. I am on weekly (Saturday morning) calls with the county, town supervisors, and mayors, county department directors as information is given at the county level, weekly (Monday) calls with the town supervisor, school district superintendent, fire chief, library and Gillam Grant with local updates, connecting with NYCOM as questions arise for the village, reviewing the governor's daily briefings, etc. Our office staff keeps updated on the impacts of the pandemic on

changes in procedure as we move through this. We are keeping track of the Smart Restart plan and how it impacts the village and our local businesses.

- The Finger Lakes region, of which Genesee County is a part, will be entering phase 1 as of May 15; construction and manufacturing businesses, and those in agriculture, forestry and fishing will now be able to restart in the first phase of New York's reopening plan.
- An emergency ZOOM meeting of GAM (Genesee Association of Municipalities) was held Monday evening in response to the county legislators' intention to rescind the 2018-2019 resolution to make sales tax sharing payments to towns and villages. The meeting concluded with a resolution requesting revenue sharing to continue based on the negative impact on municipal budgets.
- **Bergen Covid Meal Program** – The program came together quickly and has proceeded very well since the March 27<sup>th</sup> start date. Meals are being prepared Monday and Wednesdays at the Bergen United Methodist Church and on Fridays at Our Lady of Mercy Parish Center in Leroy (partner parish of St Brigid Church). Last week we distributed 322 meals. Many volunteers are working to make the program a success. I am working through the FEMA application process for an ongoing program which is taking place during a state of emergency.
- I will be extending the State of Emergency declaration for another 30 days, beginning May 15, 2020 as we work through the "Smart Restart" process.

**WWTP** - WWTP running well, the screw press has been running regularly creating a second compost pile, tests have been completed for fecal chloroform (negative), and a schedule for septic tank pumping is being developed.

**DPW** – Spring clean up around the village, mowing, brush pick-up being done.

**Electric** – Transformer change-outs are being completed, security cameras installed at WWTP

- The three departments have been working on an every other day schedule during the State of Emergency. I would like to have them return to a regular schedule starting May 18 while practicing appropriate COVID – 19 safety protocols.

**ETC**

- We have been able to secure masks and hand sanitizer to distribute to the Bergen community. These will be distributed May 13<sup>th</sup> with meals, then on May 16<sup>th</sup> at a drive thru pick up at the fire department from 10-12.

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### Administrator

**Sewer**

- Plant Operator Chris Fay reports that the sewer plant is running well and he is using the screw press every day that he is at the plant.
- I will be putting the Ford F-350 up for auction soon; Chris has cleaned it up and taken pictures. I will also be placing a York Rake in the auction.

**DPW**

- The new Kubota mower should be in next week.
- We received the check for the sale of the Ford F-450 from Auction International.
- Kirk is making a plexiglass barrier for the office so that it will be ready when we are allowed to open to the public.
- The Ford F-150 will not be replaced in the next fiscal year as part of our efforts to reduce expenditures.

**Electric**

- Mayor Barclay and I spoke with Darryl Jacobs from the New York Power Authority regarding additional hydro-power for Bonduelle. He feels that we may be able to request extra power for difficulties Bonduelle may be facing due to COVID-19. I emailed Bonduelle to discuss it with the Regional Manager.

**Office**

- I have finished working on the Constitutional Tax Limit form and Tax Cap calculation for the State. However, I am waiting to hear back from the Office of the State Comptroller if they want me to send the one we passed or wait until we officially adjust the budget with sales tax removed.
- We have been rotating days in the office. The schedule mostly depends on what each of us need to get done a certain day, it is becoming more difficult as June 1<sup>st</sup> starts our busiest time of year with taxes and closing the 2019-2020 fiscal year.
- We are creating a letter to send to the residents that outlines safety protocols and how to pay taxes.

**Miscellaneous**

- As you have heard the village election has been scheduled for September 15<sup>th</sup>. Absentee ballots are available to people who do not wish to vote in person.
- I have been contacted by a union representative who would like to audit our healthcare payments. I do not want to schedule him to come to the office any time soon. I don't feel it is urgent.
- Our contract with Pitney Bowes for our folding machine is up for renewal. The price has gone up about \$250 a year. They will be replacing the old machine with a new one.
- The American Red Cross would like to schedule CPR recertification for September. I would like to wait until I feel we are definitely better before scheduling.

**Privilege of the Floor**

None

**Trustee Concerns**

None

**New Business**

**Re-Instatement of State of Emergency**

Mayor Barclay discussed the re-instatement of the State of Emergency. The re-instatement will begin at 3:00pm on May 15<sup>th</sup> and run until June 15<sup>th</sup>. The Mayor asked for Board input. Trustee VanEenwyk voiced her opinion on why she feels it is not necessary.

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**Resolution 8 of 2020 – Bergen COVID-19 Meal Program**

**Resolution 8 of 2020**

**Village of Bergen Board of Trustee’s Support of the Bergen COVID-19 Meal Program**

**WHEREAS**, the Board of Trustees of the Village of Bergen are concerned about the safety of its elderly population as well as financial well being of its furloughed residents; and

**WHEREAS**, the Village believes that it is their duty to assist their residents if at all possible; and

**WHEREAS**, the Village has created and implemented the Bergen COVID-19 Meal Program to aid its residents; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees of the Village of Bergen wholeheartedly supports the Bergen COVID-19 Meal Program and the expenditures necessary to fund the

program which began on March 27<sup>th</sup>, 2020.

A motion was made by Trustee Fedele and seconded by Trustee Almquist to approve Resolution 8. The motion was carried by a unanimous vote.

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**Summer Recreation Program**

Mayor Barclay discussed the Summer Recreation Program and if it should be canceled as most communities have done. Trustee VanEenwyk felt strongly that kids need the rec program. The Board decided to wait to see what information comes from the Governor’s office.

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**Sheriff Patrols**

Mayor Barclay discussed finances and how the village may not be able to afford the additional Sherriff Department coverage. Since most events are cancelled she will meet with a department representative to see if reduced coverage is possible.

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**Old Business**

**COVID-19**

Mayor Barclay updated the Board on the most up to date information from the County and State regarding COVID-19.

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**Electric Long Term Agreement**

The Board discussed the long term agreement with the New York Power Authority for hydro-electric power. The Village is looking for a higher allotment of power to reduce the amount of supplemental power it has to purchase on the open market. A meeting will be set up to meet with representatives from the Power Authority and Municipal Electric Utility Association.

**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 8:25pm

Respectfully submitted,

Cortney W. Gale

Village Administrator