

**Regular Meeting
Of the Board of Trustees
Of the Village of Bergen at
6:30pm on July 8th 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

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 June 10th, 2020 was made by Trustee Donovan and seconded by Trustee Fedele. The motion was carried by a unanimous vote.

Mayor

Grants

- **Main Street** – I have been working with Signlanguage LLC to have the work begun on the signage for the Main Street participating buildings. The signs will be made and installed by the company. Exterior lighting is being ordered through Millennium Lighting, installation will be done by the village as part of the Streetscape commitment. Work is continuing on the buildings involved in the project.
- **FEMA** – The last meals of the *Covid-19 Meals Delivery Program* were prepared and delivered on June 24th. We were able to provide over 3500 meals during the 13 weeks of the program. The village will receive reimbursement for expenditures during the program after the paperwork is completed. Rene’ Vurraro has been a great help to me during the process by providing a compilation of invoices and receipts.
- **DEC Recycling Grant** – Some very positive news - “On December 7, 2017, the Village of Bergen submitted an application for a 50% matching grant to assist the Village in constructing a building for biosolids composting. Due to the large number of applications for this funding, the application was placed on a waiting list in anticipation of future funding. My office is now preparing to review and approve projects that we hope to fund from the FY 2020/21 State budget, pending budget issues related to COVID-19.”
Village of Bergen WWTF Compost Facility - amount requested \$181,414,24.

Committees/Boards

- **Park Committee/Tree Board** – We held a Zoom meeting on July 1st; discussion involved updates on parks, plans for an e-waste collection date for the community, possible un-disc golf tournament, and community concert in Hickory Park following COVID protocols.

- **Planning Board** –A webex meeting was held on June 17th; sign permits were approved for the Streetscape portion of the Main Street grant projects, a change of use request for a Laundromat was submitted to the planning board for approval (a July 15 public hearing will be held for the special use permit.)

2020 CENSUS

- We need to continue to remind folks that enumerators will be going out to homes to encourage submission of CENSUS information; funding over the next 10 years depends on the input of county residents. A per person funding of \$30,000 over 10 years depends on Census participation.

Summer Food Service Program

- Barb Zinter and I will be handing out meals for the program on Tuesdays and Thursdays from 11:30 to 12:30 in the municipal lot behind the Tulley Building July 9th until August 13th.

Refuse Pick-up

- Administrator Gale and I met with Jeff Pero and Dave Boone to discuss the change in refuse/recycling pick up from Wednesday to Tuesday due to merging companies. Tuesday pick-ups began on July 7th with new trucks taking both trash and recycling in separate compartments of the same truck (one run through the village).

Traffic studies

- New turn markings have been installed on the resurfaced roadway at the intersection of 19 and 33 in response to the village led request for a traffic study. We are hopeful this will increase traffic safety in the intersection.
- A request for a traffic study on route 262 between Buffalo Street Extension and Route 19 to decrease speed and install speed signs has been submitted to the DOT with support from the Town Board and the County Highway Department.

Genesee County Sheriff Contract

- Sgt. Andrew Hale, Cortney Gale, and I met 7/1 to discuss the yearly contract with the Sheriff's Department. A contract was signed for the upcoming year with the number of patrols included matching our current budget constraints. New deputy assigned to the village – Matthew Clor. We will be inviting Deputy Clor to an in person meeting for introductions.
- I have been working with the sheriff's department and residents of Kaymar Drive concerning excess speed, ATVs in the street, excess vehicle noise, etc. He has agreed to notify village patrols to the area of these concerns.

COVID-19

- Saturday morning county partnership calls with Genesee county leadership and department heads, town supervisors, village mayors continue.. Full reports from the Finger Lakes region, of which Genesee County is a part, are shared. Assemblyman Hawley joined the call on 6/13 sharing information of state meetings. Next meeting will be held July 11.
- The health department, code enforcement officers, and sheriff department are being charged with enforcement of compliance of requirements of businesses to remain open as we continue to protect each other from the Covid virus. There is no local variance for any business; fines and pulling of a business certificate of occupancy can be the result of non-compliance.
- A small peaceful rally was held in the village.
- Meetings with the school superintendent, town supervisor, librarian, fire department, Gillam Grant, and myself have moved to bi-weekly. These meetings help to update everyone involved in COVID related issues.

Etc.

- We have received several complaints regarding brush at a residence on Kaymar Drive. The property owner has been contacted, I have responded to neighbor complaints.
- The shared services agreement for bookkeeping and payroll services between the town and village has been signed. Village staff will be providing services to the town for a set fee. Thank you to everyone involved in setting the process up.
- Playground in Hickory Park has been mulched for safety thanks to Scott's donation.
- The security cameras in the village are up and running.

Administrator

Sewer

- The replacement of the membranes at the Waste Water Treatment Plant is moving forward. The membranes have been ordered and will remain at the warehouse until we are ready to install them. We are looking to begin installation on September 14th.
- There have been a number of issues at the plant in the last couple weeks, a blower and a pump broke down. Plant operator Chris Fay rebuilt the equipment and its functioning properly now.
- I have been working on closing out the 2017 Engineering Planning Grant which was for the UV Disinfection Study. I am waiting for one check to clear the bank then I'll have everything I need to submit the final documentation.

DPW

- The DPW crew are working on a number of projects recently including fixing the shoulder at the intersection of Hunter St and Route 19 as well as Munger Street. They also installed new mulch on the playground. The mulch was donated by Scott's Miracle Gro.
- Residents not complying with the brush policy still remain an issue.
- We have been asked by two residents to install catch basins near their property to relieve water issues. I feel they both are needed, however with our current budget issues don't know if we can do both. We currently have one catch basin in stock.

Electric

- First Light Fiber has installed their lines on our poles without getting the final paperwork completed. I am having a difficult time reaching them. We should be receiving funds from them soon per the Pole Attachment Agreement and it will continue yearly.
- I sent new Pole Attachment Agreements to three companies that currently rent space on our poles hoping to have everyone using the same agreement rather than the three versions we currently have in place.
- I am working on the three reports for our energy efficiency report that are required by the Public Service Commission. They will be completed and submitted by the end of the month.

Office

- Property Tax payments were due on June 30th; anything after that date will have a penalty. To date we have received 92% of tax payments in the amount of \$369,717.80, which includes sewer arrears and the refuse fee.
- Deputy Clerk Barb Zinter has been working with the town to get set up to perform their payroll and bookkeeping duties. She completed the Town of Bergen's payroll this morning.
- Deputy Treasurer Rene' Vurraro is working with property taxes and information requested by MEUA. She also continues to work on archives and organizing files.
- Jon Tierney from the Teamsters Union completed his review of our records on June 26th and found no issues.

Privilege of the Floor

None

Trustee Concerns

Trustee Fedele asked how the pumping of sewer tanks was progressing.

Trustee Donovan said there is a motorized bicycle driving around the village and through Hickory Park.

Mayor Barclay added that Virginia Adams is retiring from the County Planning Board.

New Business

Code Enforcement Officer

Mayor Barclay informed the Board that Code Enforcement Officer Ken Kuter is retiring and stated that a search for a replacement has begun.

Sage Pavilion and Park Rental

Mayor Barclay discussed with the Board if the Sage Pavilion should be opened for rentals. The Board decided to keep it closed for now.

Old Business

Summer Recreation Program

The Board discussed if Bergen should have a summer recreation program. The Board decided to cancel this year's program.

Brush Policy

There have been many issues pertaining to brush pick up in the Village. A change to the brush policy was requested by Mayor Barclay that reflects the change from the Village paying to have the brush "chipped" to it being taken to the Mill Seat Land Fill at no cost.

A motion was made by Trustee Almquist to update the Village of Bergen Brush Policy. The motion was seconded by Trustee Fedele and was passed by a unanimous vote.

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 7:46pm

Respectfully submitted,

Cortney W. Gale
Village Administrator