

**Regular Meeting  
Of the Board of Trustees  
Of the Village of Bergen at  
6:30pm on November 10<sup>th</sup>, 2020**

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

Trustee Joseph Chimino  
Trustee Kevin Donovan  
Trustee Emily VanEenwyk

Trustee Paul Robinson was absent

Also present: Village Administrator Cortney Gale, and Grace Gallivan

**Approval of Bills**

A motion to approve the bills of **October 30<sup>th</sup>** was made by Trustee Donovan and seconded by Trustee VanEenwyk. The motion was carried by the following vote:

Mayor Barclay - Aye  
Trustee Kevin Donovan - Aye  
Trustee Emily VanEenwyk – Aye  
Trustee Chimino – Abstain

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A motion to approve the bills of **November 10<sup>th</sup>** was made by Trustee Chimino and seconded by Trustee VanEenwyk. The motion was carried by a unanimous vote.

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**Approval of Minutes**

A motion to approve the meeting minutes of October 14<sup>th</sup>, 2020 was made by Trustee VanEenwyk and seconded by Trustee Chimino. The motion was carried by a unanimous vote.

A motion to approve the meeting minutes of October 30<sup>th</sup>, 2020 was made by Trustee Donovan and seconded by Trustee Chimino. The motion was carried by the following vote.

Mayor Barclay – Aye  
Trustee Chimino – Aye  
Trustee Kevin Donovan - Aye  
Trustee Emily VanEenwyk – Abstain

**Mayor**

## Grants

- **Main Street** - Most of the participating buildings are closing in on completion: for completion, 23 S Lake will be completed with the installation of facade lights, window installation and facade painting on 10 S lake is nearing completion. Installation of the new guardrail in the downtown parking lot complete, the sidewalk library has been painted by volunteers and is ready to be installed, the planter boxes are being painted. I am working with a possible buyer for a downtown building that would still be eligible for the Main Street grant if we can secure an extension.
- **FEMA** - I contacted Congressman Chris Jacob's office for support on our FEMA reimbursement application for the COVID meal program. They were very helpful in advocating for us and moving the application forward. After approval of our meal program, the application for reimbursement has been questioned as to payment for regular vs overtime hours. The village is not asking for overtime rates.

## Committees/Boards

**Planning Board** - A special meeting of the Zoning Code Update committee was held on Oct 28. Those present went through much of the draft material to make notes for the next meeting with our consultants. The November 4 meeting has been postponed to November 18<sup>th</sup>, the agenda includes discussion of additional district and use regulations, and planned unit development districts.

**Zoning Board of Appeals** - A meeting was held Oct 22 to review and update the zoning board on the progress of the Zoning Law updates, a training session followed. I had the opportunity to interview 4 candidates for the zoning board and am recommending Tim Quirk and Sheila Butler to be appointed member and alternate, respectively, to the Zoning Board of Appeals.

**Park Committee/Tree Board** - A total of over 3 ton of materials was collected at the e-waste event. The Tree Lighting will take place on November 30; the Clausen will ride in the village truck while being escorted by decorated fire trucks. We will ride throughout the village giving treat bags to kids along the streets; these will be paid for through donations from organizations and store donation.

## Traffic/Safety

- The county signs have been installed on Rt 262 in response to our requested speed study.
- Sent a letter to and followed up with the manager of Little Guppies and the owner of Rochester Street Apartments concerning traffic complaints from Munger Street residents.
- Speed bumps have been removed from Rochester St as part of snow removal preparations. I have received several requests for speed bumps on other village streets.
- There was a Halloween patrol in the village from 3 – 11pm that day.
- Vehicles parking on village sidewalks has become a safety issue, especially for walkers and joggers having to go into the street to pass by. I am working with Sergeant Hale on an enforcement plan to the NYS and village local law on parking.
- Sidewalk bushes, branches, etc are being trimmed.

## County Revenue Sharing

- We did receive the final payment of \$113,589 on October 29<sup>th</sup> from the county completing the dollar amount of voluntary revenue distribution (a 14.8% decrease from what was expected from sales tax revenue sharing). As reported last month; the 2021 payments will be made monthly starting with the first payment at the end of January and will total \$199,528 which is 28.5% less than planned.

## COVID-19

- Governor Cuomo has extended the State of Emergency until December 3, 2020.
- "Partnership Calls" on 10/24 and 11/7 - with county officials, town supervisors, and village mayors over the last month; continued increase in cases likely due to gatherings, Finger Lakes Region to 3% infection rate (yellow rating 3.5% will add restrictions to region), schools seeing an increase in cases but protocols being followed, talk about all remote after Thanksgiving, focusing on "micro clusters", encourage masks worn over nose. I delivered posters from Genesee County to businesses for COVID 19 protocols.

## Wastewater Treatment Plant

- The new membranes have been successfully installed in the plant. The pressure numbers have been decreased, and the system is running well. Monitoring will continue as in the past focusing on temperature impacts on membrane pressures.
- Septic tanks will continue to be pumped as the weather allows.
- Eric Wies, Village Engineer, and Chris Fay, WWTP Operator, presented updates on the Waste Water Treatment Plant, and answered questions for board members at a special meeting on Friday, Oct. 30<sup>th</sup>. A zoom call is being set up with **all** manufacturing/industrial businesses with ties into the village system to outline acceptable materials, and those that cannot be flushed into the system.

## Meetings, ETC

- 10/22 – Follow-up meeting on Shared Services Incentives with county; Pavilion and Leroy are proposing court sharing, the county is proposing a switch to another pharmacy provider with a county consortium.
- 10/27 – Emergency Preparedness Webinar – state required document to be completed by municipalities in preparation for another pandemic type emergency
- 10/28 – New York Municipal Power Agency Semi-annual meeting – attended via zoom
- 11/6 – Met with Dr. Peter Celentano along with Rene Vurraro to discuss proposed local law concerning chickens in the village. A plan forward includes a public hearing to be scheduled for Dec. 9.
- Cortney Gale and I met with Bill Holland at St. Brigid Church to discuss a drainage issue.

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## Administrator

### Sewer

- The new membranes for the Sewer Plant were installed successfully. Plant Operator Chris Fay reports that it went very well and that the plant is running better.
- Chris and his helper are continuing to dig up sewer tanks for pumping and will do so until the weather forces them to stop. The subdivision will be completed by the end of the week.
- He ran the screw press on Monday and will be fixing a tank at 53 Rochester St later in the week. The F-550 was set up for snowplowing today.

### DPW

- The good weather lately has caused the DPW crew to have to continue mowing and that gave them some more time to clear the parks of leaves and nuts.
- They were out today identifying areas that need bushes trimmed by the sidewalk so the plow can pass.
- Brush and leaf pick up will continue until at least November 23<sup>rd</sup>.

- Zach and Kirk have been working on Main Street Grant Streetscape, they have finished the new parking lot guard rail and are working on flower boxes.
- They are also working on a sidewalk issue at 50 S. Lake. It looks like a water leak caused a cavity under the sidewalk.

#### **Electric**

- The Linemen have been trimming and removing trees.
- NYMPA semi-annual meeting was held October 28<sup>th</sup> at 9:30am online. If anyone would like to review the handouts let me know and I will forward them to you.
- The Governor has extended the State of Emergency through December 3<sup>rd</sup>. We are still not able to shut power off to customers due to nonpayment for another month

#### **Office**

- Unpaid taxes were sent to the county in the amount of \$8,993.58. We collected 98% of tax payments in the amount of \$393,424.40, which includes sewer arrears and the refuse fee.
- The 2021-2022 budget will be ready for Board review when we start budget meetings in January. The last piece I must add are the cost of vehicle/machinery replacement.
- I am working on the Sludge Generator Disposal Permit Renewal, which allows us to use Monroe County's Van Lare Wastewater Treatment Plant. As well as NYS DEC's Annual Certification for Facility Design, Planning and Flow Management.
- Deputy Clerk Barb Zinter has completed and submitted the Annual Update Document and is working with accountant Bill Frietag on the final draft of the Public Service Commission Report. She is working with NYS Retirement to transition the Town to Enhanced Retirement Reporting. Barb has completed payrolls, payables and reporting for retirement and labor statistics for both the Town and Village. She reports that the Zoning Board training went well.
- Deputy Treasurer Rene' Vurraro received the Monroe County Water Authority annual report and adjusted/updated 435 sewer accounts. She sent the unpaid taxes and sewer arrears to the county. For the sewer customers who live outside the village, their arrears are sent to the Town of Bergen. Rene' is still working hard on the Zoning Law update, due to issues with the consultant the draft will be delayed until February.

#### **Privilege of the Floor**

Grace Gallivan asked about the public hearing for the proposed local law that would allow chickens in the village and if there would be a vote at the meeting on the law.

#### **Trustee Concerns**

##### **Trustee VanEenwyk**

- Would like the Village to write a letter to Governor Cuomo to stop the State of Emergence and relinquish the addition powers granted to him through State of Emergence.
- Suggested handing out crafts in bags in lieu of the Christmas Tree Lighting Ceremony.

##### **Trustee Chimino**

- Asked about the status of the land purchase from Bonduelle.

##### **Trustee Donovan**

- Discussed information regarding Avian Flu and other possible issues with chickens in the Village.

#### **New Business**

##### **Fire Department Budget**

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

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**Parking Issues**

Mayor Barclay discussed with the board information regarding parking issues and working with the Sheriff's Department to issue tickets.

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**Zoning Board of Appeal Appointments**

Mayor Barclay appointed the following individuals to positions on the Zoning Board of Appeals.

- Robert Capurso** as Deputy Chairman
- Timothy Quirk** as Member
- Sheila Butler** as Alternate Member

A motion was made by Trustee Donovan and seconded by Trustee VanEenwyk to approve Mayor Barclay's appointments. The motion passed by a unanimous vote.

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**Old Business**

**Chickens in Village**

The Board scheduled a public hearing to hear input on the proposed local law to allow chickens in the village for December 9<sup>th</sup> at 6:15pm at the Sage Pavilion.

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**Adjournment**

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

The meeting was adjourned at 7:51pm

Respectfully submitted,

Cortney W. Gale  
Village Administrator