

**Regular Meeting  
Of the Board of Trustees  
Of the Village of Bergen at  
6:30pm on September 22<sup>nd</sup>, 2021**

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 Marble  
Trustee Paul Robinson

Also present: Village Administrator Cortney Gale, Robin Day, Todd Cargill, Kay Cargill Pat McGee, Lori Prinz, Roger Caldwell, Jason Benfante, Kory Hunsinger, Luke Marble, and Eric Wies.

**Approval of Bills**

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

**Approval of Minutes**

A motion to approve the meeting minutes of August 25<sup>th</sup>, 2021 was made by Trustee Chimino and seconded by Trustee Donovan. The motion was carried by a unanimous vote.

**Mayor**

**Grants**

- **GVRP - GENESEE VALLEY RURAL REVITALIZATION GRANT** – Notification of awards has been pushed back to September; the application I submitted on behalf of the village was for Tulley Building brick restoration, paint, and architect schematic. This is the first round of a new grant program that has multiple State agencies and organizations involved, the process is taking longer than originally anticipated.
- **Main Street** – The village will be reimbursed for \$35,606.00 of the \$35,607.96 administrative costs for the grant. State representatives will be establishing a 5 year monitoring schedule for the Bergen projects; all property owners involved in the program contract to maintain the projects for a 5 year period without changes.

**Planning Board** – August 18 meeting - Special Use Permit and Site Plan Review of the application for 12 South Lake Avenue, southside business for Alvamar Healthy Foods was approved.

**Zoning Law** – We have received the changes made to the zoning law as a result of the public hearing comments on August 25<sup>th</sup>; the changes have been shared with the board, posted on the village website and window, and are available through the office.

**Parks** – I completed and submitted a project summary and financial report to Tree City USA for the grant received for specimen trees which have been planted in Hickory, and Carpenter Parks, and ordered eight trees through the NYPA Tree Power Program. The program provides trees selected for communities at a 2 for price of 1 offer. These trees will be planted to replace those removed in village right of way areas.

**Homeowners Assistance Fund (HAF)** – On August 31, I participated in a meeting sponsored by NY Conference of Mayors for the HAF. The NYS Homes and Community Renewal has been designated to administer the NYS Homeowners Assistance Fund a program established under the American Rescue Plan Act and authorized by the US Department of the Treasury. The NYS HAF will provide over \$450 million in financial relief to *eligible New York homeowners* impacted by the COVID-19 pandemic and who might be at risk of foreclosure, default, or displacement (mortgage, sewer, water at least 30 days past due). Information will be forthcoming so that we can assist with the application process for Bergen residents who are eligible. I have reached out to Dina Levy, VP of NYSHCR, for updates on the program to discuss village responsibilities to the program.

**Park Committee** – Meeting held September 1, the disc golf tournament will not be taking place, discussed plans for Oct 22 school event for Mt. Rest Cemetery and Hickory Park, tree order, etc.

**GAM – Genesee Association of Municipalities** - The County of Genesee has contracted with Municipal Resources, Inc. (MRI) to assist us in evaluating how fire and EMS services are currently being provided within Genesee County and to provide guidance based on emerging trends and best practices in fire protection and emergency medical services. A meeting of county stakeholders was held to discuss future development and implementation of “secure proficient fire and EMS services” for Genesee County.

- **September 16 GAM meeting summary** – Genesee County Covid vaccinations at 61.6%, 46 resignations by staff from county nursing homes will take place Sept 26, county jail project (core pod design) is resuming at cost of \$69 million.

**Document Storage Facility** - Triple-O repaired the unit in the Archive Room; there was a refrigerant leak, which was causing the humidity to rise. The optimal temperature is 35-65°F and 30-50 percent relative humidity for the storage of documents, both were well above. The unit is now working properly.

**Bonduelle** – An interim plant manager, Pascal Leduc, has taken over the position from Tom Madej. I was notified that the property (Church Street) acquisition by the village will be moving forward.

- Sept. 20 – Pascal Leduc and I met to discuss the odor issues with the plant which have resulted from electrical problems and the failure of three pond aerators. They are rectifying the problem by replacing the aerators, the process will take a few days. A message from Mr. Leduc will be in the newsletter and on the village facebook page.

## **Staff Meetings Highlights**

### **Lineman**

- Tree trimming of village trees has been completed
- A “tub” will be installed at Hank Parker Tent Rental
- Two electric jobs are being added for the Liberty Pumps project
- Pole and wire work on Leroy Street
- Mutual aid in Castile to build an electric line
- The new fence at the electric shop has been installed
- Zuber Park tree trimmed
- Silver Springs will be purchasing a regulator bank and “tubs” that we have slated to scrap
- Scheduling oiling for all vehicles

### **Waste Water Treatment Plant**

- Completing tank pumping – approximately 140 tanks done this season
- Screw press has been running regularly, a second compost pile is developing, samples from the first pile are being sent for testing
- a mechanical seal is being replaced

**DPW**

- vandalism in bathrooms, they will be closed Oct 1<sup>st</sup> unless pavilion reservations are made
- preparing parks for winter, fence repair work in Hickory Park, bleacher areas reseeded, park trees rimmed
- preparing 0-turn for auction
- catch basin mapping
- installation of signs from the county
- brush pick up, community garden clean up

**Meetings, ETC**

**August 25, Sept 9** – Met with Heather Painting and Libby Piper to discuss plans for “Bergen Octoberfest” event scheduled for Oct 22, 6 – 10 pm; an event with school and community working together. We have been working together in planning for the event.

**Sept 3** - Cortney Gale and I met with Eric Wies to discuss the Municipal Agreement between the Byron Bergen School District and the Village of Bergen for wastewater treatment.

**Sept 15** – Conference call with NYS Environmental Facilities Corporation for New York State Revolving Fund (SRF) Exhibit Approval; Barb Zinter, Cortney Gale and I participated.

**Administrator****Sewer**

- There have been additional issues at the sewer plant. A mechanical seal for a pump was ordered and we are waiting to hear on the warranty for the Variable Frequency Drive.
- Chris had a lucky streak at the plant where the polymer has been adhering to the sludge, aka the screw press has been working properly. He took the opportunity to run it as much as possible and has a pile composting.
- The Mayor and I had a conference call with the Environmental Facilities Corporation, Municipal Solutions, and our Bond Council to discuss funding for the sewer upgrades.

**DPW**

- Parking lot sealing and sidewalk repairs are completed.
- We should be receiving Consolidated Local Street and Highway Investment Program (CHIPS) reimbursement from the State in the amount of \$39,351 any day. They are asking for reimbursement paperwork for the December round of reimbursements early.
- The F-550 is in the shop waiting for parts as is the Chevy Volt. Due to the difficulty in getting parts it will be a couple weeks before they are ready.
- We’ve provided mutual aid to the Town of Bergen for some road projects.

**Electric**

- Projects at Hank Parker Tents and Liberty Pumps are continuing.
- Silver Springs will be purchasing a used transformer from us.
- The NYMPA Semi-Annual Meeting will be October 27<sup>th</sup> in Syracuse.

**Office**

- Deputy Clerk Barb Zinter has worked with our accountant to complete the PSC report is nearly finished closing the 2020-2021 fiscal year and submitting the Annual Update Document.
- Deputy Treasurer Rene’ Vurraro reports that it has been busy in the office with both electric and sewer due as well as taxes still trickling in. Electric aged receivables are only -\$5,122.12.
- We have received 99% of property tax payments for a total of \$392,420.57 There is only \$3,636.98 left to receive. The last day to pay before being sent to the County is October 31st.

**Miscellaneous**

- Quotes for repairs to the rear business have been received and forwarded to our insurance company.

### **CEO/ZEO**

#### **2020 Permits**

10 South Lake Ave  
 27 North Lake Ave  
 28 North Lake Ave – Permit Ext.  
 38 North Lake Ave - Inspection  
 38 North Lake Ave Fence

#### **2021 Permit**

13 McKenzie Street - Fence - Insp.  
 33 Kaymar Drive -Deck  
 19 Buffalo Street – Fence 2 permits given for 2 different properties  
 38 Munger Street - Addition

Number of Building Permits – 11  
 Number of C of C's and C of O's –3  
 Total Number of Inspections -15

### **Privilege of the Floor**

**Robin Day** asked what the status on the Zoning Law update was and what the next steps are.

### **Trustee Concerns**

**Trustee Marble** stated that she thinks we can finish the Zoning Law update without consultants. She asked if there was going to be a joint meeting with the town. Trustee Marble also urged everyone to write their elected representatives.

**Trustee Chimino** asked when the stone from chip sealing the streets will be removed.

### **New Business**

#### **Byron-Bergen Central School Budget**

Representatives from the Byron-Bergen School and engineering firm Clark Patterson Lee presented the proposed capital project.

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

Bergen Fire Department President Eric Wies presented the 2022 budget to the Board.

#### **Legal Representation**

A motion was made by Trustee Donovan and seconded by Trustee Robinson to retain attorney David Roach to represent the Village in a legal matter. The motion was carried by a unanimous vote.

#### **Zoning Law Update**

A motion was made by Trustee Marble and seconded by Trustee Donovan to send the proposed zoning law update to the County for their approval. The motion was carried by a unanimous vote

### **Old Business**

None

**Adjournment**

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

The meeting was adjourned at 7:54pm

Respectfully submitted,

Cortney W. Gale  
Village Administrator