

**Regular Meeting  
Of the Board of Trustees  
Of the Village of Bergen at  
6:30pm on January 11<sup>th</sup>, 2023**

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

Trustee Michael Fleming

Trustee Emily Marble

Trustee Paul Robinson

Trustee George Sardou was absent due to illness.

Also present: Village Administrator Cortney Gale, Duane Janas, Robin Day, and Grace Gallivan.

**Approval of Bills**

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

**Approval of Minutes**

A motion to approve the meeting minutes of December 14<sup>th</sup>, 2022, was made by Trustee Fleming and seconded by Trustee Robinson. The motion was carried by a unanimous vote.

A motion to approve the meeting minutes of November 9<sup>th</sup>, 2022, was made by Trustee Marble and seconded by Trustee Robinson. The motion was carried by a unanimous vote.

**Mayor**

**Grants**

- **ARPA**-American Rescue Plan Act (Hickory Park Restrooms Restoration Project). Renovation of facilities continues and will be completed in the spring of 2023.
- **Consolidated Funding Application** The \$50,000 engineering planning grant to address inflow and infiltration issues of wastewater infrastructure. Clark -Patterson-Lee (CPL) will be overseeing the implementation of this grant as well as the timetable for this project.

**Miscellaneous.**

- I would like to wish you all the best for a healthy and happy 2023.
- Snow falls this season are well below average, which is a good thing for the village. Still bad weather days lay ahead. During these snow days I urge you to refrain from parking on the village streets as much as possible so our plows can clean our streets for everyone's safety. Your cooperation in this matter is greatly appreciated. I am also appreciative of the above average temperatures we have been experiencing, going for an enjoyable walk around the village this time of year is a bonus not to mention the warmer temperatures help with the heating cost for our homes.

**DPW**

- Picking up discarded Christmas trees at the roadside is ongoing.
- Taking down of Christmas decorations has begun.

- Working on Park restrooms as time permits outside of regular work duties such as snow removal and equipment maintenance.
- Discussion on proposed projects and equipment planned for the next fiscal budget.

#### **Sewer**

- No mechanical problems to report at sewer plant. When we have sizeable rainfall as was the case last week our inflows to the plant were at high levels due to infiltration into the sanitary system. The 50,000-dollar engineering study grant awarded to the village will address these inflow issues.
- We still await delivery of equipment for planned sewer plant equipment upgrades.
- I am pleased to inform you that our village employee Eric McGrain has passed the test for basic ops certification on December 16<sup>th</sup>. I was informed approximately 80 individuals took the sewer exam and only 16 passed the test. Eric will be attending Morrisville in January and February for more classes. A great start on his journey to acquire certification as a sewer plant operator. Well done, Eric

#### **Electric**

- Providing mutual aid to Churchville on January 14<sup>th</sup> from 10:00pm-3:00am to assist with electric upgrade.
- Routine substation maintenance
- Take down Christmas lights
- Called in on Christmas eve for tree limbs on primary on South Lake Rd.
- Scheduled power shut down to T-Mobile cell tower on Thursday the 15<sup>th</sup> for service upgrade.

### **Administrator**

#### **Sewer**

- The sludge permit for Monroe County WWTP has been approved. This allows us to take sludge to the Van Lare wastewater treatment plant if necessary.
- Eric McGrain passed his first sewer training class at SUNY Morrisville. His next class is January 17<sup>th</sup> through 20<sup>th</sup>.
- I posted a Request for Qualifications (RFQ) in the Batavia Daily News and the NYS Contract Reporter system for the \$50,000 Engineering Study Grant.
- Submitted additional information to the EFC for reimbursement of software installation for Sewer Plant project.

#### **DPW**

- We received \$36,566.87 in reimbursement funds through the CHIPS program for the December 15<sup>th</sup> pay cycle.
- The DPW worked on snow removal, bathroom remodel, vehicle/power tool maintenance, and organizing the Quonset Hut. They will be removing the Christmas trees from Hickory Park this week.

#### **Electric**

- I would like to commend the linemen for keeping the electric infrastructure so well maintained that the village did not lose power in any of the recent windstorms.
- Our two electric car charging stations need repair. I have contacted the company who installed them many times and their repair department will not call me back. I am looking into alternative companies. Depending on the cost, replacement may be an option.
- The Linemen have been signed up for Safety Training, the first class was on Monday.

#### **Office**

- Barb transferred funds to NYCLASS. The current rate of return is 4.04%.
- The 2023 contracts between the Bergen Fire Department and the Village of Bergen, Town of Bergen and Town of Riga have been signed and received.
- I started the Constitutional Tax Limit and Tax Cap forms. They are due at the time the budget is passed in April.

- The Planning Board has a training session this evening and may have business January 18<sup>th</sup> for a possible change of use and sign permit.
- Electric write-offs are \$398.11 to date. We write off and send accounts to collections after a customer moves and does not pay their final bill.
- So far this year we have given out \$20,566.01 in Bergen Energy Efficiency Program (BEEP) rebates and collected \$23,601.22 from electric billing.

### **Miscellaneous**

- Thank you to Churchville for providing us with an electronic Snow Removal Log for us to put in place.
- I participated in an hour-long phone survey on January 5<sup>th</sup> with the US Census Department about our disaster preparedness.
- The Sage Pavilion was rented out 68 times in 2022.

### **Code Enforcement Officer**

#### **2020 Permits**

28 North Lake Ave - Permit Ext. New permit issued on 5/4/22

38 North Lake Ave - Inspection and Permit Ext. 3RD extension 4/23

#### **2021 Permits**

19 Buffalo Street - Fence 2 permits given for 2 different properties

#### **2022 Permits**

83 South Lake Ave - Remodel to Apartments

62 South Lake Ave - Replacement of 3 Antennas

24 Munger Street - Foundation Repairs and window replacement

28 North Lake -Remodel new permit 5/4/22

41 North Lake-Fence

12 South Lake - Separation wall

56 Rochester Street - Hot tub|

38 Canterbury Lane - Addition with basement

41 South Lake Ave - Fence and Driveway

51 Rochester Street - Garage Addition

28 Rochester Street - Steel Garage

24MungerStreet-Shed

15 Hunter Street - Fence

Number of Building Permits - 16

Number of C of C's and C of O's -0

Total Number of Inspections -13

Fire Inspection -0

### **Approval of Officer Reports**

A motion was made by Trustee Robinson and seconded by Trustee Fleming to approve the officer's reports. The motion was carried by unanimous vote.

**Privilege of the Floor**

Grace Gallivan wished everyone a Happy New Year

Duane Janas stated that the cable and phone companies are not trimming trees away from their lines and that the flag pole in Zuber Park is leaning East.

**Trustee Concerns**

**Trustee Marble** is working on the grant paperwork for the Summer Recreation program.

**Trustee Fleming** asked if there is anything the board needs to do for the Summer Rec program budget or staffing wise. He also stated that he is impressed with the electric infrastructure, that the village did not lose power during recent windstorms and heard the same from residents.

**Trustee Robinson** would like the board to look at the holiday schedule and add Martin Luther King Day as a day off.

**New Business**

**2023-2024 Budget Discussion**

Mr. Gale reviewed the 2023-2024 General Budget with the board. The budget proposes no tax increase and a 4% wage increase for employees. Additional revenue sources from interest on bank funds, increase of rent on Tulley units, increase in use of Sage Pavilion and the contract with Town of Bergen for the Village to do their payroll has increased non-property tax revenue over \$50,000.

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**Resolution 1 of 2023**

**Abolishing Registration Day  
for March 2023 General Village Elections**

**WHEREAS** the Village will hold regular elections in the year 2023 on March 21<sup>st</sup> thereof for the position of Trustee, for a one-year term, ending on March 31, 2024, and

**WHEREAS** voters may register with the County Board of Elections ten (10) days prior to the Village Election to ensure eligibility,

**IT IS HEREBY RESOLVED** that the Board of Trustees of the Village of Bergen abolishes Registration Day for said election and all that follow until which time this resolution is appealed.

A motion was made by Trustee Fleming and seconded by Trustee Robinson to approve Resolution 1 of 2023. The motion was carried by unanimous vote.

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**Resolution 2 of 2023 – Polling Designation**

**WHEREAS** the Village will hold regular elections in the year 2023 on March 21<sup>st</sup> thereof for the position of Trustee, for a one-year term, ending on March 31, 2024, and

**WHEREAS** the Village has a single election district,

**IT IS HEREBY RESOLVED** that the polling place will be the Village Hall, located in the Village Board Room at 11 North Lake Avenue for said elections, and

**IT IS FURTHER RESOLVED** that elections will be held from 12:00pm to 9:00pm on said date.

A motion was made by Trustee Marble and seconded by Trustee Robinson to approve Resolution 2 of 2023. The motion was carried by unanimous vote.

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**Approval of New Fire Department Members**

A motion was made by Trustee Fleming and seconded by Trustee Robinson to approve Stephen Friday, Tyler Holland, Jessica Best, Brett Whalin, Amanda Streeter, and Olivia Best members of the Bergen Fire Department. The motion was carried by unanimous vote.

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**Old Business**

**Hickory Park Bathroom Update**

Mayor Chimino gave the Board an update on the progress of the remodeling of the bathrooms in Hickory Park.

**Electric Substation Study**

Mayor Chimino presented the Board with a proposal for a preliminary engineering study for a new substation in the amount of \$14,300. After discussion the proposal was tabled until the next meeting,

**Adjournment**

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

The meeting was adjourned at 7:49pm

Respectfully submitted,

Cortney W. Gale  
Village Administrator