

**Town Board Meeting
Town of Bergen
September 8th, 2020
Town Hall- 10 Hunter Street, Bergen New York
Agenda**

I. Audit of the Bills 6:45 pm, Call to Order 7:00 pm

Prayer Almighty God, as we meet today to conduct matters of Town business, grant us the wisdom to remember as we work that we are servants of our constituency. Assist us to be sure our decisions should be in the best interests of the Town and its citizens, entirely unblemished by any thoughts of personal benefit. Amen.

Pledge to the flag

II. Privilege of the Floor:

III. Approval of meeting Minutes for: Regular Meeting 8/28/2020

IV. Communications included with this agenda:

1. Supervisor Report for August 2020- if available
2. Summary spreadsheets for July August- if available
3. Town Clerk Report for August 2020
4. ZEO/CEO Report for August 2020
5. Correspondence from Paul Spitzer, NYS DOT regarding request for speed limit on County Road 13

V. Board Members' items for addition to the agenda

VI. Reports:

Supervisor

Clerk

Board Members

Zoning / Code Enforcement:

- Update on Permits/Updating Permit Fees
- Follow up on Appletree concern
- Mowing Ordinance

Highway

- Evan's road

Committees

- Building, Grounds, and Facilities (cemeteries) -inventory/estimate of work – Library Ribbon Cutting
- Parks
- Local History & Museum
- Policy and Personnel:

VII. Old Business:

- Town of Bergen Water Improvement Benefit Area #1 project- Update:
- Continued discussion on mowing/property maintenance ordinance

VIII. New Business:

- Adoption of Record Retention Schedule- NYS LGS-1 Retention Schedule
- Change location of 9/22 Town Board meeting from Town Hall to Fire Hall and to start at 6:30 pm
- Date for possible ZOOM meeting for residents of Water Improvement Benefit Area #1- 10/15 or 10/20

IX- Reports & Bills:

- Action to file Town Clerks Report

- Action to file Supervisors Report
- Approve payment of the bills

X. Meeting and Other Upcoming Dates:

- Budget Workshop 9/12/2020 at 9 am in the Town Hall
- Presentation on Alternative Health Insurance 9/15/2020 at 5 pm in the Town Hall
- Town Board Meeting: 9/22/2020 at 6:30 pm in the town hall.

XI. Executive Session

XII. Adjournment

DRAFT

AUGUST 25, 2020 BERGEN TOWN BOARD REGULAR 2nd MEETING

The Bergen Town Board convened in a regular session at 7:00 pm at the Town Hall Supervisor Haywood presiding.

PRESENT:

Supervisor Ernest Haywood
Councilman Mark Anderson
Councilwoman Belinda Grant
Councilman James Starowitz
Councilwoman Anne Sapienza

ALSO PRESENT:

Michele M. Smith, Town Clerk

PRAYER

PLEDGE OF ALLEGIANCE TO THE FLAG

MINUTES: *Councilwoman Sapienza made a motion to approve the August 11, 2020 minutes; seconded by Councilman Anderson and it carried by a vote 4 -0. Councilman Starowitz abstained.*

COMMUNICATIONS:

Mercy EMS report for July 2020
Charter Communications

REPORTS:

SUPERVISOR: County could possibly share \$2 Million with municipalities; 2021 Budget; Health Insurance meeting with BOND Sept 15th; NYS Dept. Taxation and Finance letter eligible for state aid \$4,502.60 - met requirements of cyclical for 2019 assessment roll.

TOWN CLERK: Nothing to report

COMMITEES:

BUILDINGS AND CEMETERIES: possible virtual ribbon cutting for library- to show our appreciation to Senator Ranzenhofer before he retires at the end of the year.

PARKS: moving sign at Robins Brook instead of purchasing a new one.

LOCAL HISTORY AND MUSEUM: museum is open following protocols

POLICY AND PERSONNEL: Union negotiations – nothing new to report

OLD BUSINESS:

Water Benefit Improvement area #1 – authorize contract for archaeological study. *Councilman Starowitz made a motion to authorize the Contract with Powers Archaeology, LLC as outlined in their proposal dated August 25, 2020 for completion of the archaeological study for the Town of Bergen Water Improvement Benefit Area No. 1 Project, as required by the State Historic Preservation Office (SHPO). The Phase 1 (1A and 1B) fee for this Project is \$9,116.25 and will be reimbursed as a Project Cost; seconded by Councilwoman Sapienza and it carried by a vote 5-0. Closed on BAN of \$1 million has been deposited in the bank; working of easements.*

Mowing ordinance: Councilwoman Sapienza submitted Town of Stafford compliance form - more information needed on the law.

Records Retention Schedule NYS LGS-1 Clerk Smith is doing a webinar on the August 26 and will present the resolution for adoption on September 8th.

NEXT MEETING:

Regular – Tuesday, September 8, 2020 at 7:00pm at the Town Hall with the audit of the bills at 6:45 pm.

ADJOURNMENT was at 7:34 pm on a motion by Councilwoman Grant; seconded by Councilman Starowitz and carried by a vote 5-0.

Respectfully submitted,

Michele M. Smith

Michele M. Smith, Town Clerk

Account#	Account Description	Fee Description	Qty	Local Share
	Marriage License	Marriage License	3	52.50
		Sub-Total:		\$52.50
A1255	Clerk Fees	Certified Copies	16	160.00
		Junkyard Permit	3	300.00
	Conservation	Conservation	13	145.27
		Sub-Total:		\$605.27
A2544	Dog Licensing	Female, Spayed	22	110.00
		Female, Unspayed	2	36.00
		Male, Neutered	32	160.00
		Male, Unneutered	3	54.00
	Senior Discount	Senior Discount	9	-35.00
		Sub-Total:		\$325.00
B2110	Building & Zoning	Building Permit	9	655.00
		Variance	1	50.00
		Zoning	8	240.00
		Sub-Total:		\$945.00
B2115	Building & Zoning	Public Hearing	1	50.00
		Sub-Total:		\$50.00
B2130	Solid Waste	Garbage Bag	285	1,425.00
		Transfer Sta. 10.00	3	30.00
		Transfer Sta. 20.00	13	260.00
		Transfer Sta. 5.00	2	10.00
		Sub-Total:		\$1,725.00
B2270	Misc. Revenue	Cemetery - Interment	1	700.00
		Sub-Total:		\$700.00
B2590	Building & Zoning	Special Use Permit	1	100.00
		Sub-Total:		\$100.00
Total Local Shares Remitted:				\$4,502.77

Amount paid to: N Y State Department Of Health	67.50
Amount paid to: NYS Ag. & Markets for spay/neuter program	69.00
Amount paid to: NYS Environmental Conservation	3,262.73

Total State, County & Local Revenues:	\$7,902.00	Total Non-Local Revenues:	\$3,399.23
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To the Supervisor:

Pursuant to Section 27, Sub 1, of the Town Law, I hereby certify that the foregoing is a full and true statement of all fees and monies received by me, Michele M. Smith, Town Clerk, Town of Bergen during the period stated above, in connection with my office, excepting only such fees and monies, the application of which are otherwise provided for by law.

		<i>Michele M. Smith</i>	9/1/20
Supervisor	Date	Town Clerk	Date

Cash Receipts Report

09/01/2020
6:02:17PM

From: 08/01/2020 To: 08/31/2020

For User: All

Payment Date: 08/01/2020

Module: Permit

Transaction: OP-2020-001

Type: Permit App

Payor: Cathy Heglund

Payment Amount: \$100.00

Payment Type:

Payment #:

Payment Detail:

Cash

00000318

\$100.00

Fee Type	Fee Amount
Application-Special Use	\$100.00

Permit Group Totals: \$100.00

08/01/2020 Group Totals: \$100.00

Payment Date: 08/03/2020

Module: Permit

Transaction: 22-20

Type: Permit App

Payor: Mark J List

Payment Amount: \$120.00

Payment Type:

Payment #:

Payment Detail:

Check #2541

00000308

\$120.00

Fee Type	Fee Amount
Acc Structure Attach	\$90.00
Zoning Permit	\$30.00

Permit Group Totals: \$120.00

08/03/2020 Group Totals: \$120.00

Payment Date: 08/04/2020

Module: Permit

Transaction: 23-20

Type: Permit App

Payor: gary donofrio

Payment Amount: \$25.00

Payment Type:

Payment #:

Payment Detail:

Check #6273

00000310

\$25.00

Fee Type	Fee Amount
Swimming Pool Insp	\$25.00

Permit Group Totals: \$25.00

08/04/2020 Group Totals: \$25.00

Payment Date: 08/10/2020

Module: Permit

Transaction: 24-20

Type: Permit App

Payor: Ellen Kirkpatrick

Payment Amount: \$30.00

Payment Type:

Payment #:

Payment Detail:

Cash

00000309

\$30.00

Fee Type	Fee Amount
Zoning Permit	\$30.00

Permit Group Totals: \$30.00

08/10/2020 Group Totals: \$30.00

Payment Date: 08/13/2020

Module: Permit

Transaction: 25-20

Type: Permit App

Payor: South lake services

Payment Amount: \$40.00

Payment Type:

Payment #:

Payment Detail:

Check #1002

00000311

\$40.00

Fee Type	Fee Amount
res generator	\$40.00

Payment Date: 08/13/2020

Permit Group Totals: \$40.00
08/13/2020 Group Totals: \$40.00

Payment Date: 08/14/2020

Module: Permit

Transaction: 26-20

Type: Permit App

Payor: Jeffrey M Van Skiver

Payment Amount: \$85.00

Payment Type:

Payment #:

Payment Detail:

Check #1344

00000312

\$85.00

Fee Type	Fee Amount
Acc Structure	\$55.00
Zoning Permit	\$30.00

Permit Group Totals: \$85.00

08/14/2020 Group Totals: \$85.00

Payment Date: 08/18/2020

Module: Permit

Transaction: 27-20

Type: Permit App

Payor: Scott Heiman

Payment Amount: \$75.00

Payment Type:

Payment #:

Payment Detail:

Cash

00000313

\$75.00

Fee Type	Fee Amount
Zoning Permit	\$30.00
Acc Structure Attach	\$45.00

Permit Group Totals: \$75.00

08/18/2020 Group Totals: \$75.00

Payment Date: 08/20/2020

Module: Permit

Transaction: 28-20

Type: Permit App

Payor: Jack Ellsworth

Payment Amount: \$225.00

Payment Type:

Payment #:

Payment Detail:

Check #2231

00000314

\$225.00

Fee Type	Fee Amount
Consulting Fee	\$50.00
Public Hearing Fee	\$50.00
Acc Structure	\$55.00
Zoning Permit	\$30.00
Acc Structure Attach	\$40.00

Permit Group Totals: \$225.00

08/20/2020 Group Totals: \$225.00

Payment Date: 08/21/2020

Module: Permit

Transaction: 29-20

Type: Permit App

Payor: Thompson builds

Payment Amount: \$85.00

Payment Type:

Payment #:

Payment Detail:

Check

00000315

\$85.00

Fee Type	Fee Amount
Acc Structure	\$55.00
Zoning Permit	\$30.00

Permit Group Totals: \$85.00

08/21/2020 Group Totals: \$85.00

Payment Date: 08/24/2020

Module: Permit

Payment Date: 08/24/2020

Module: Permit

Transaction: 30-20

Type: Permit App

Payor: Donald D Borland

Payment Amount: \$85.00

Payment Type:

Payment #:

Payment Detail:

Check #1838

00000316

\$85.00

Fee Type	Fee Amount
Acc Structure	\$55.00
Zoning Permit	\$30.00

Permit Group Totals: \$85.00

08/24/2020 Group Totals: \$85.00

Payment Date: 08/28/2020

Module: Permit

Transaction: 31-20

Type: Permit App

Payor: Thompson Builds

Payment Amount: \$225.00

Payment Type:

Payment #:

Payment Detail:

Check #10673

00000317

\$225.00

Fee Type	Fee Amount
1-2 Family Dwelling	\$195.00
Zoning Permit	\$30.00

Permit Group Totals: \$225.00

08/28/2020 Group Totals: \$225.00

Totals:	
Check	\$890.00
Cash	\$205.00
Grand Total:	<u><u>\$1,095.00</u></u>



**Department of
Transportation**

ANDREW M. CUOMO
Governor

MARIE THERESE DOMINGUEZ
Commissioner

KEVIN BUSH, P.E.
Regional Director

File: 18.12-CR
Study: 04200067

September 1, 2020

Ms. Michelle M. Smith, Clerk
Town of Bergen
10 Hunter Street
PO Box 249
Bergen, NY 14416

Dear Ms. Smith,

We have completed our review of County Road 13, between Buffalo Street Extension and Route 19, relative to the establishment of a lower speed limit. Our review included an observation of the roadway characteristics, analysis of vehicle speed, and review by the State Police.

During our review, a representative from this office visited the site to evaluate roadway characteristics and analyze vehicle speed by use of radar. We also met with the Traffic Supervisor from the New York State Police at this location to seek his input about lowering the speed limit. In consideration of the roadway characteristics, radar data, and review by the State Police, it has been determined that a reduction of the speed limit is not warranted at this time.

We noted there is currently no speed limit ahead warning sign for the posted "Village Speed Limit 30 MPH" sign on County Road 13. Installing one may help reduce speed of eastbound traffic near Route 19. Similarly, relocating the existing Village of Bergen sign to the westernmost village border, near Kaymar Drive, will increase awareness that drivers are entering a more populated area and may help slow eastbound traffic. These changes would be the responsibility of the Genesee County Highway Department. NYS DOT can reposition the existing stop ahead and route marker signs to accommodate County sign adjustments so all signs maintain appropriate spacing.

Sincerely,

Paul J. Spitzer, P.E.
Regional Traffic Engineer

PJS/AOQ/CAR

c: T. Sgt. G. Jankowiak, State Police Troop "A"
T. Hens, Highway Superintendent, Genesee County