

Town Board Meeting
Town of Bergen
May 9th, 2023
Town Hall- 10 Hunter Street, Bergen New York
Agenda

I. Audit of 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 Board Meeting of 4/11/2023

IV. Communications included with this agenda:

1. Supervisor Report for April 2023
2. Summary Spreadsheets for April 2023
3. Town Clerks Report for April 2023
4. ZEO/CEO Report for April 2023
5. Mercy EMS report for February 2023
6. Charter Communications dated 4/14/2023
7. Proposed Town of Bergen Password Policy

V. Board Members' items for addition to the agenda

VI. Reports:

Supervisor

Clerk

Board Members

Highway

Committees

-Building, Grounds, and Facilities (cemeteries)

-Parks

-Local History & Museum

-Policy and Personnel:

VII. Old Business:

- Update – Water Improvement Benefit Area #1
- Web Site Design

VII. New Business:

- Action to file Town Clerks Report- April 2023
- Action to file Supervisor's Report- April 2023
- Discussion and approval for payment for Duct Cleaning at the historian's office- Countryside
- Discussion and approval for payment of V2D, LLC for Antivirus license renewal
- Discussion and approval for Sleds of Stafford use of town property
- Discussion and approval of request for Park Festival Sponsorship
- Approval to pay bills.

IX. Meeting and Other Upcoming Dates:

- Town Board Meeting: 6/13/2023 6:45 Audit of bills and 7:00 pm Town Board Meeting

X. Adjournment

DRAFT

APRIL 11, 2023

BERGEN TOWN BOARD

REGULAR MEETING

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

PRESENT:

Supervisor Ernie Haywood
Councilwoman Belinda Grant
Councilwoman Teresa Robinson
Councilman Jim Starowitz

ALSO PRESENT:

Michele M. Smith, Town Clerk
Mike Johnson, Highway Superintendent

ABSENT:

Councilman Mark Anderson

OTHER ATTENDEES:

Pam Johnson
Sally Capurso
Anna Marie Barclay
Christian Yunker

PRAYER

Byron-Bergen Public Library Presentation about seeking to become a Municipal 414 Library which is community-based funding through a public vote, by Sally Capurso, Library Board President.

Christian Yunker Genesee County Legislator for Bergen, Byron and Elba – working on new County Jail, County Water, supports revenue sharing.

MINUTES: *Councilwoman Robinson made a motion to approve the Town Board Minutes of March 14, 2023, seconded by Councilman Starowitz and it carried by a vote 4-0.*

COMMUNICATIONS:

Supervisor Report for February 2023
Summary Spreadsheets for February 2023
Town Clerks Report for February 2023
ZEO/CEO Report for February 2023
Mercy EMS report for January 2023
Proposed Assessment Services Agreement with Town of Batavia-eight amended
Park Festival Parade Flyer
Brush Pickup Notice
Letter of Engagement with Mengal, Metzger, Barr and Co., LLP for 2023 Audit

REPORTS:

SUPERVISOR: Genesee County 2024 Eclipse event kick off; met with Matt Landers broadband internet 25 residents currently don't have internet service in Bergen.

Town Clerk: Vacation April 12-21

HIGHWAY: Report from DEC about the sample testing at the Transfer Station waiting for further information; roadside cleanup; brush pickup starting May 1st free mulch pile for residents at west shore trail

TOWN CLERK'S REPORTS: *Councilman Robinson made a motion to file the Town Clerk's March 2023 Report seconded by Councilman Starowitz and it carried by a vote 4-0.*

SUPERVISOR REPORTS: *Councilwoman Grant made a motion to file the Supervisor Report for March 2023; seconded by Councilman Starowitz and it carried by a vote 4-0.*

COMMITTEES:

Building and Grounds: Library door repair, estimate for duct cleaning at 15 S. Lake

Parks: survey results-pickle ball over bocce, more for kids, first rugby game April 29th

Local History & Museum: Nothing to report

Policy & Personnel: Nothing to report

OLD BUSINESS:

Water improvement Benefit Area #1: working on audit; restoration work in spring; culvert pipe issue on Creamery Rd.

Discussion regarding RFP for Website: waiting for proposals

Resolution for State Snow & Ice Councilwoman Grant offered Resolution #8-2023 for State Snow & Ice approved on February 14, 2023; seconded by Councilman Starowitz and it carried by a vote 4-0

**RESOLUTION #8-2023
AUTHORIZE THE 22/23 SNOW & ICE AGREEMENT**

WHEREAS, THE TOWN BOARD OF THE TOWN OF BERGEN ON FEBRUARY 14, 2023 MADE A RESOLUTION TO APPROVE THE ACCEPTED SNOW & ICE CONTRACT # D014809 BETWEEN THE STATE OF NEW YORK AND THE TOWN OF BERGEN FOR SNOW AND ICE CONTROL WHICH WILL EXPIRE ON JUNE 30, 2024 UNLESS FURTHER EXTENDED. THE CONTRACT WILL BE FOR \$48,014.68 ADJUSTED EACH YEAR FOR THE LIFE OF THE CONTRACT.

Councilman Anderson- AYE

Councilwoman Grant- AYE

Councilwoman Robinson - AYE

Councilman Starowitz- AYE

Supervisor Haywood- AYE

NEW BUSINESS:

Library funds Transfer: Councilwoman Grant made a motion to transfer the half of the funds budgeted for 2023 to the Byron-Bergen Public Library for \$37,249.50; seconded by Councilman Starowitz and carried by a vote 4-0.

Letter of Engagement for 2023 Audit Councilwoman Grant made a motion for Supervisor Haywood to sign the Letter of Engagement with Mengal, Metzger, Barr and Co., LLP for 2023 Audit as required for the WIBA#1 not to exceed \$23,895.00; seconded by Councilwoman Robinson and it carried by a vote 4-0.

Assessment Services Agreement Councilman Starowitz made a motion to approve the one year Assessment Services Agreement – eighth amended with the Town of Batavia for \$21,750.00; seconded by Councilwoman Grant and carried by a vote 4-0.

Park Festival Parade Town participation requested June 10th at 11:45 am

Cancel 2nd meetings of the month Councilwoman Grant made a motion to cancel the seconded meeting of the month unless seconded by Councilwoman Robinson and it carried by a vote 4-0.

Fund Broadband Councilman Starowitz made a motion to fund up to \$25,000 to contribute installation of broadband to residents of Bergen; seconded by Councilwoman Grant and carried by a vote 4-0.

BILLS: The bills were presented for audit and totaled General A Fund \$8,877.35; B \$1,261.79; Highway DA \$9,767.88; DB \$43.67 and Water District \$3,900.67; PA-A \$2,798.91; PA-DA \$4,343.88; PA-DB \$2,662.37. Councilman Starowitz made a motion to pay the April 2023 bills; seconded by Councilwoman Robinson and it carried by a vote 4-0.

REGULAR MEETING – Tuesday, May 9, 2023 at 7:00 pm in the Courtroom with audit of the bills at 6:45 pm

ADJOURNMENT was at 7:51pm on a motion by Councilwoman Grant; seconded by Councilman Starowitz and carried by a vote 4-0.

Respectfully submitted

Michele M. Smith

Michele M. Smith,
Town Clerk

TOWN OF BERGEN
APRIL 2023
EXECUTIVE SUMMARY

BALANCE SHEET

- Bank accounts were reconciled as of 4/30/23.
- The Town has \$2,631,768.85 in the bank.

REVENUES AND EXPENSES

• **REVENUES**

- Total receipts for the month were: \$275,043.53
- Major receipts were:
 - Town Clerk Report (Mar) - \$1,154.50
 - Justice Fees (Mar) - \$10,189.00
 - Interest & Penalties - \$2,261.86
 - Monroe County Waste Tonnage (1st Qtr) - \$14,049.28
 - County Snow & Ice - \$64,772.61
 - Sales Tax (Q1) - \$123,403.27
 - Library Deposits - \$49,507.10
 - Other - \$9,705.91

• **EXPENSES**

Expenditures through April on average should equal 33.33% of the annual budget.

General Fund Townwide (A):

- Year to date expenses are \$234,365.26 compared to the annual budget of \$867,001.00 or 27.03% of the budget.

General Fund Outside Village (B):

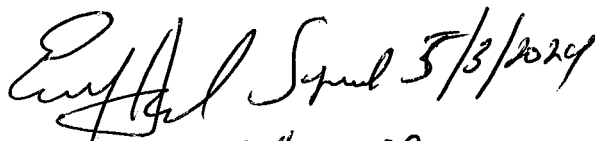
- Year to date expenses are \$19,900.34 compared to the annual budget of \$621,978.00 or 3.20% of the budget.

Highway Townwide (DA):

- Year to date expenses are \$174,346.22 compared to the annual budget of \$497,837.00 or 35.02% of the budget.

Highway Outside Village (DB):

- Year to date expenses are \$46,646.07 compared to the annual budget of \$374,915.00 or 12.44% of the budget.


Ernest D. Boyer

**Town of Bergen
Cash Summary Report
APRIL 2023**

FUND Account	3/31/2023			4/30/2023		#9970 Joint Checking	#5616 Library Checking	#4277 Joint Savings	#1040-0001 NYCLASS Savings	#1040-0002 NYCLASS WIBA	#1040-0003 NYCLASS ARPA	#9988 Trust & Agency
	BALANCES	Increases	Decreases	BALANCES								
A 200.000	General TW Checking	35,733.40	19,912.06	13,323.25	42,322.21	42,322.21						
A 201.000	General TW Savings	178,947.29	46,223.03	83,737.30	141,433.02			141,433.02				
A 230.000	NYS Class Savings	183,226.60	707.72		183,934.32				183,934.32			
A 230.001	NYS Class ARPA	194,920.53	752.91		195,673.44						195,673.44	
B 200.000	General OV Checking	167,132.52	1,261.79	1,261.79	167,132.52	167,132.52						
B 201.000	General OV Savings	124,721.22	124,073.77	3,265.04	245,529.95			245,529.95				
B 230.000	NYS Class Savings	135,913.53	524.98		136,438.51				136,438.51			
DA 200.000	Highway TW Checking	113,703.82	14,111.76	14,111.76	113,703.82	113,703.82						
DA 201.000	Highway TW Savings	2,489.62	66,818.61	30,436.97	38,871.26			38,871.26				
DA 230.000	NYS Class Savings	354,869.86	1,370.70		356,240.56				356,240.56			
DB 200.000	Highway OV Checking	(9,188.98)		2,706.04	(11,895.02)	(11,895.02)						
DB 201.000	Highway OV Savings	(2,662.37)		2,314.04	(4,976.41)			(4,976.41)				
DB 230.000	NYS Class Savings	89,354.09	345.14		89,699.23				89,699.23			
HH 200.004	Water District #4 Checking	19,323.19		3,900.67	15,422.52	15,422.52						
HH 201.004	Water District #4 Savings	(38,392.07)	3,900.67		(34,491.40)			(34,491.40)				
HH 230.004	Water District #4 NY Class	152,856.65	581.84	3,900.67	149,537.82					149,537.82		
HH 231.000	Water District #4 NY Class	(0.00)			(0.00)				(0.00)			
HH 200.005	Library Capital	-			-							
LL 200.001	Library Checking	35,841.20	49,507.10	23,364.54	61,983.76		61,983.76					
LL 231.000	Library Cash RSV	56,249.61			56,249.61		56,249.61					
SM 200.000	Special District Fire Checking	-			-							
SM 201.000	Special District Fire Savings	-			-							
SM 230.000	NYS Class Savings	104,394.38	403.23		104,797.61				104,797.61			
SW 200.002	Water District Checking	-			-							
SW 201.002	Water District Savings	(0.20)			(0.20)			(0.20)				
SW 200.003	Water Peachey Rd Checking	-			-							
SW 201.003	Water Peachey Rd Savings	-			-							
SW 230.003	NYS Class Savings	59,710.57	230.63		59,941.20				59,941.20			
SW 200.004	Water WIBA#1 Checking	-			-							
SW 201.004	Water WIBA#1 Savings	12,067.74			12,067.74			12,067.74				
SW 230.004	NYS Class Savings	453,904.41	1,753.23		455,657.64				455,657.64			
TA 200.000	Trust & Agency	25,149.22	47,679.80	46,209.64	26,619.38							26,619.38
VV 200.005	Peachey Water Checking	-			-							
VV 201.005	Peachey Water Savings	29,875.76			29,875.76			29,875.76				
		2,480,141.59	380,158.97	228,531.71	2,631,768.85	326,686.05	118,233.37	428,309.72	1,386,709.07	149,537.82	195,673.44	26,619.38
	Reconciliation											
	Bank Statement Balances				2,645,873.94	337,379.98	118,833.37	428,309.72	1,386,709.07	149,537.82	195,673.44	29,430.54
	Outstanding Transfer				-	600.00	(600.00)	-	-	-	-	-
					-	-	-	-	-	-	-	-
	Deposits in Transit				-	-	-	-	-	-	-	-
	Outstanding Checks				(14,105.09)	(11,293.93)	-	-	-	-	-	(2,811.16)
	Balance on General Ledger				2,631,768.85	326,686.05	118,233.37	428,309.72	1,386,709.07	149,537.82	195,673.44	26,619.38
	Difference				-	-	-	-	-	0.00	-	-

Pursuant to Section 125 of the Town Law, I hereby render the following detailed statement of all moneys received and disbursed by me during the month of:

4/30/2023

Statement of Activity - MTD and YTD by Fund w/ Variance
Town of Bergen
For 4/30/2023

	M-T-D		Y-T-D		Annual Budget	Variance	Variance Percentage
	Actual	\$	Actual	\$			
Revenues							
AA.1001.000.000 Real Property Taxes	0.00	\$ 0.00	7,963.38	\$ 228,788.00	8,149.00	(185.62)	100.00
AA.1081.000.000 Other Payments in Lieu of Taxes	2,261.86		3,045.30		2,000.00	1,045.30	97.72
AA.1090.000.000 Interest & Penalties on Real Property Taxes	377.50		1,783.41		2,500.00	(716.59)	152.27
AA.1255.000.000 Clerk Fees	14,049.28		28,260.32		55,000.00	(26,739.68)	71.34
AA.2130.000.000 Landfill Host Revenue	2,114.66		6,685.02		1,200.00	5,485.02	51.38
AA.2401.000.000 Interest & Earnings	300.00		300.00		0.00	300.00	557.09
AA.2410.000.000 Rental of Real Property	0.00		10.00		0.00	0.00	0.00
AA.2530.000.000 Games of Chance	142.00		517.00		2,400.00	(1,883.00)	100.00
AA.2544.000.000 Dog Licenses	10,189.00		34,304.00		65,000.00	(30,696.00)	21.54
AA.2610.000.000 Fines and Forfeited Bail	0.00		0.00		11,020.00	(11,020.00)	52.78
AA.2750.000.000 AIM Related Payment	0.00		80,599.00		0.00	80,599.00	0.00
AA.2770.000.000 Voluntary Distribution	0.00		0.00		0.00	0.00	0.00
AA.3005.000.000 State Aid, Mortgage Tax	0.00		0.00		27,000.00	(27,000.00)	0.00
AA.5031.000.000 Interfund Transfer	0.00		0.00		297,372.00	(297,372.00)	0.00
AA.5999.000.000 Unexpended Balance	0.00		0.00		166,562.00	(166,562.00)	0.00
Total Revenues	29,434.30		392,255.43		867,001.00	(474,745.57)	45.24
Expenses							
AA.1010.100.000 Town Board Personal Services	1,306.32		5,225.28		15,676.00	10,450.72	33.33
AA.1010.400.000 Town Board Contractual	32.70		41.11		1,200.00	1,158.89	3.43
AA.1110.100.000 Justices Personal Services	2,499.50		9,998.00		29,994.00	19,996.00	33.33
AA.1110.102.000 Justice Pers Svc. Clerk	2,886.84		8,945.03		26,322.00	17,376.97	33.98
AA.1110.200.000 Justice Equipment	0.00		0.00		600.00	600.00	0.00
AA.1110.400.000 Justices Contractual	512.47		1,480.63		14,150.00	12,669.37	10.46
AA.1220.100.000 Supervisor Personal Services	1,015.25		4,061.00		12,183.00	8,122.00	33.33
AA.1220.102.000 Deputy Supervisor Personal Services	129.50		518.00		1,554.00	1,036.00	33.33
AA.1220.103.000 Supervisor's Secretary Personal Services	830.30		2,595.54		8,913.00	6,317.46	29.12
AA.1220.400.000 Supervisor Contractual	387.20		396.52		5,000.00	4,603.48	7.93
AA.1310.400.000 Bookkeeper, Contr Expend	1,404.25		13,050.25		28,102.00	15,051.75	46.44
AA.1355.200.000 Assessor Equipment	0.00		0.00		200.00	200.00	0.00
AA.1355.400.000 Assessor Contractual	0.00		11,546.61		29,608.00	18,061.39	39.00
AA.1410.100.000 Town Clerk Personal Services	3,530.30		15,818.47		45,894.00	30,075.53	34.47
AA.1410.200.000 Town Clerk Equipment	673.98		4,014.14		5,994.00	1,979.86	66.97
AA.1410.400.000 Town Clerk Contractual	0.00		0.00		500.00	500.00	0.00
AA.1420.400.000 Attorney Contractual	1,063.34		1,581.87		4,000.00	2,418.13	39.55
AA.1420.401.000 Court Prosecutor	0.00		0.00		5,000.00	5,000.00	0.00
AA.1440.400.000 Engineer Contractual	800.00		3,200.00		9,000.00	5,800.00	35.56
AA.1450.400.000 Elections Contractual	0.00		0.00		2,500.00	2,500.00	0.00
AA.1460.400.000 Records Management Contractual	0.00		0.00		3,000.00	3,000.00	0.00

Statement of Activity - MTD and YTD by Fund w/ Variance
Town of Bergen
For 4/30/2023

	M-T-D		Y-T-D		Annual Budget	Variance	Variance Percentage
	Actual		Actual				
AA.1480.400.000 Public Info Services OARS Contractual	0.00		0.00		1,200.00	1,200.00	0.00
AA.1620.100.000 Buildings Personal Services	431.38		1,519.76		5,409.00	3,889.24	28.10
AA.1620.400.000 Building Operation Contractual	2,876.50		11,645.81		48,756.00	37,110.19	23.89
AA.1620.401.000 Building Operation Lease Fire Hall	0.00		19,753.00		19,753.00	0.00	100.00
AA.1660.400.000 Central Storeroom Contractual	0.00		95.01		500.00	404.99	19.00
AA.1670.400.000 Central Printing & Mailing Contractual	290.89		1,582.40		5,000.00	3,417.60	31.65
AA.1680.200.000 Computers Equipment	0.00		0.00		10,000.00	10,000.00	0.00
AA.1680.400.000 Computers Contractual	814.74		2,909.39		6,500.00	3,590.61	44.76
AA.1910.400.000 Unallocated Insurance	0.00		1,263.00		37,000.00	35,737.00	3.41
AA.1920.400.000 Municipal Association Dues	0.00		900.00		900.00	0.00	100.00
AA.1950.400.000 Taxes and Assessments on Property	0.00		6,016.96		6,500.00	483.04	92.57
AA.1990.400.000 Contingency	0.00		1,001.89		15,000.00	13,998.11	6.68
AA.3120.100.000 Constables Personnel Services	615.00		1,144.30		5,200.00	4,055.70	22.01
AA.3120.400.000 Constables Contractual	0.00		0.00		400.00	400.00	0.00
AA.3310.400.000 Traffic Control Contractual	0.00		0.00		7,500.00	7,500.00	0.00
AA.5010.100.000 Supt. of Highways Personal Services	5,399.24		24,192.73		70,190.00	45,997.27	34.47
AA.5010.102.000 Supt. of Highways, Pers Svc, Deputy	120.08		539.17		1,561.00	1,021.83	34.54
AA.5010.103.000 Supt. of Highways, Pers Svc, Clerk	176.80		1,014.80		10,400.00	9,385.20	9.76
AA.5010.200.000 Superintendent of Highways Equipment	0.00		0.00		1,500.00	1,500.00	0.00
AA.5010.400.000 Superintendent of Highways Contractual	0.00		420.00		1,000.00	580.00	42.00
AA.5132.400.000 Garage Contractual	1,888.27		7,738.59		40,000.00	32,261.41	19.35
AA.5182.400.000 Street Lighting Contractual	468.95		1,204.24		7,500.00	6,295.76	16.06
AA.6410.400.000 Publicity - Newsletter Contractual	0.00		0.00		2,500.00	2,500.00	0.00
AA.6420.400.000 Promotion of Industry Contractual	0.00		2,670.49		2,500.00	(170.49)	106.82
AA.7110.100.000 Parks Person Services	0.00		0.00		2,500.00	2,500.00	0.00
AA.7110.400.000 Parks Contractual	0.00		0.00		7,500.00	7,500.00	0.00
AA.7410.400.000 Library Contractual	25,407.04		42,359.56		74,499.00	32,139.44	56.86
AA.7510.100.000 Historian Personal Services	0.00		737.75		2,951.00	2,213.25	25.00
AA.7510.200.000 Historian Equipment	0.00		0.00		500.00	500.00	0.00
AA.7510.400.000 Historian Contractual	0.00		0.00		500.00	500.00	0.00
AA.7550.400.000 Celebrations Contractual	0.00		0.00		1,000.00	1,000.00	0.00
AA.8810.100.000 Cemetery Services	0.00		0.00		2,500.00	2,500.00	0.00
AA.8810.400.000 Cemetery Contractual	0.00		0.00		15,000.00	15,000.00	0.00
AA.9010.800.000 NYS Retirement	0.00		0.00		21,048.00	21,048.00	0.00
AA.9030.800.000 Social Security & Medicare	554.35		6,370.26		18,914.00	12,543.74	33.68
AA.9040.800.000 Worker's Compensation	0.00		2,894.00		7,564.00	4,670.00	38.26
AA.9055.800.000 Disability Insurance	0.00		0.00		150.00	150.00	0.00
AA.9060.800.000 Medical Insurance	2,783.94		13,919.70		30,000.00	16,080.30	46.40
AA.9720.600.000 Debt Principal Highway Garage	0.00		0.00		75,000.00	75,000.00	0.00
AA.9720.601.000 Debt Principal on Court/Town Offices	0.00		0.00		35,000.00	35,000.00	0.00
AA.9720.700.000 Interest on Debt Highway Garage	0.00		0.00		9,563.00	9,563.00	0.00
AA.9720.701.000 Interest on Debt Court/Town Offices	0.00		0.00		1,453.00	1,453.00	0.00

Statement of Activity - MTD and YTD by Fund w/ Variance
Town of Bergen
For 4/30/2023

	M-T-D Actual	Y-T-D Actual	Annual Budget	Variance	Variance Percentage
Total Expenses	58,899.13	234,365.26	867,001.00	632,635.74	27.03
Excess Revenue Over (Under) Expenditures	\$ 29,464.83	\$ (157,890.17)	\$ 0.00	\$ 1,107,381.31	\$ 0.00

Statement of Activity - MTD and YTD by Fund w/ Variance
Town of Bergen
 For 4/30/2023

	M-T-D Actual	Y-T-D Actual	Annual Budget	Variance	Variance Percentage
Revenues					
BB.1120.000.000 County Sales Tax Distribution	\$ 123,403.27	\$ 248,383.32	\$ 493,613.00	\$ (245,229.68)	50.32
BB.1170.000.000 Franchise Fees	0.00	6,206.99	24,500.00	(18,293.01)	25.33
BB.1560.000.000 Safety Inspection Fees	0.00	40.00	50.00	(10.00)	80.00
BB.2110.000.000 Zoning Fees	495.00	985.00	3,000.00	(2,015.00)	32.83
BB.2115.000.000 Planning Board Fees	140.00	140.00	400.00	(260.00)	35.00
BB.2401.000.000 Interest & Earnings	524.98	2,141.56	415.00	1,726.56	516.04
BB.5999.000.000 Unexpended Balance	0.00	0.00	100,000.00	(100,000.00)	0.00
Total Revenues	124,563.25	257,896.87	621,978.00	(364,081.13)	41.46
Expenses					
BB.1420.400.000 Attorney, Contractual	0.00	0.00	2,000.00	2,000.00	0.00
BB.1440.400.000 Engineer Contractual	0.00	0.00	2,000.00	2,000.00	0.00
BB.1990.400.000 Contingency	0.00	0.00	10,000.00	10,000.00	0.00
BB.6772.400.000 Programs for the Aging Contractual	0.00	4,000.00	4,000.00	0.00	100.00
BB.7110.400.000 Parks Contractual	565.62	675.62	0.00	(675.62)	0.00
BB.7310.400.000 Youth Programs Contractual	0.00	4,500.00	4,500.00	0.00	100.00
BB.8010.100.000 Zoning Pers Svc	59.80	239.20	887.00	647.80	26.97
BB.8010.400.000 Zoning Contractual	0.00	0.00	1,240.00	1,240.00	0.00
BB.8020.100.000 Planning Personal Services	292.33	1,169.32	5,630.00	4,460.68	20.77
BB.8020.400.000 Planning Contractual	365.70	660.70	3,000.00	2,339.30	22.02
BB.8160.400.000 Refuse & Garbage Contractual	0.00	0.00	3,000.00	3,000.00	0.00
BB.8664.100.000 Code Enforcement Personnel Services	1,508.76	6,760.42	19,614.00	12,853.58	34.47
BB.8664.400.000 Code Enforcement Contractual	294.97	958.15	4,400.00	3,441.85	21.78
BB.9030.800.000 Social Security & Medicare	142.36	624.93	2,000.00	1,375.07	31.25
BB.9040.800.000 Workers Compensation	0.00	312.00	941.00	629.00	33.16
BB.9901.900.000 Interfund Transfers	0.00	0.00	558,766.00	558,766.00	0.00
Total Expenses	3,229.54	19,900.34	621,978.00	602,077.66	3.20
Excess Revenue Over (Under) Expenditures	\$ (121,333.71)	\$ (237,996.53)	\$ 0.00	\$ 966,158.79	\$ 0.00

Statement of Activity - MTD and YTD by Fund w/ Variance
Town of Bergen
For 4/30/2023

	M-T-D Actual	Y-T-D Actual	Annual Budget	Variance	Variance Percentage
Revenues					
DA.1001.000.000 Property Taxes	0.00	249,937.00	249,937.00	0.00	100.00
DA.2300.000.000 Services to Other Gov't	64,772.61	160,601.96	140,000.00	20,601.96	114.72
DA.2401.000.000 Interest & Earnings	1,370.70	3,598.75	500.00	3,098.75	719.75
DA.2650.000.000 Sale of Scrap Material	2,046.00	2,046.00	0.00	2,046.00	0.00
DA.5999.000.000 Appropriated Fund Balance	0.00	0.00	107,400.00	(107,400.00)	0.00
Total Revenues	68,189.31	416,183.71	497,837.00	(81,653.29)	83.60
Expenses					
DA.5130.100.000 Machinery, Pers Serv	0.00	0.00	12,400.00	12,400.00	0.00
DA.5130.200.000 Machinery, Equip & Cap Outlay	0.00	0.00	125,000.00	125,000.00	0.00
DA.5130.400.000 Machinery, Contr Expend	240.00	8,217.85	35,000.00	26,782.15	23.48
DA.5140.100.000 Brush & Weeds, Pers Serv	0.00	0.00	12,149.00	12,149.00	0.00
DA.5140.400.000 Brush & Weeds, Contr Expend	0.00	25.50	1,500.00	1,474.50	1.70
DA.5142.100.000 Snow & Ice, Pers Serv	15,218.51	86,322.51	129,050.00	42,727.49	66.89
DA.5142.400.000 Snow & Ice, Contr Expend	9,256.83	49,575.79	103,500.00	53,924.21	47.90
DA.9010.800.000 NYS Retirement, Empl Bnfts	0.00	0.00	22,887.00	22,887.00	0.00
DA.9030.800.000 Social Security & Medicare, Empl Bnfts	1,106.70	6,378.12	11,731.00	5,352.88	54.37
DA.9040.800.000 Workers Compensation, Empl Bnfts	0.00	1,836.00	4,300.00	2,464.00	42.70
DA.9055.800.000 Disability Insurance, Empl Bnfts	71.26	71.26	150.00	78.74	47.51
DA.9060.800.000 Hospital & Medical (Dental) Ins, Empl Bnfts	4,543.67	21,919.19	40,170.00	18,250.81	54.57
Total Expenses	30,436.97	174,346.22	497,837.00	323,490.78	35.02
Excess Revenue Over (Under) Expenditures	\$ (37,752.34)	\$ (241,837.49)	0.00	\$ 405,144.07	0.00

Statement of Activity - MTD and YTD by Fund w/ Variance
Town of Bergen
For 4/30/2023

	M-T-D Actual	Y-T-D Actual	Annual Budget	Variance	Variance Percentage
Revenues					
DB.2401.000.000 Interest & Earnings	\$ 345.14	\$ 1,773.07	\$ 0.00	\$ 1,773.07	0.00
DB.3501.000.000 Consolidated Highway Aid	0.00	0.00	63,521.00	(63,521.00)	0.00
DB.5031.000.000 Interfund Transfers	0.00	0.00	261,394.00	(261,394.00)	0.00
DB.5999.000.000 Unexpended Balance	0.00	0.00	50,000.00	(50,000.00)	0.00
Total Revenues	345.14	1,773.07	374,915.00	(373,141.93)	0.47
Expenses					
DB.5110.100.000 General Highway Repairs Personal Services	2,149.60	2,149.60	94,341.00	92,191.40	2.28
DB.5110.400.000 General Highway Repairs Contractual	0.00	7,995.45	93,500.00	85,504.55	8.55
DB.5112.200.000 Permanent Highway Improvements	0.00	0.00	63,521.00	63,521.00	0.00
DB.9010.800.000 NYS Retirement	0.00	0.00	14,080.00	14,080.00	0.00
DB.9030.800.000 Social Security & Medicare	164.44	164.44	7,217.00	7,052.56	2.28
DB.9040.800.000 Workers Compensation	0.00	1,127.00	6,900.00	5,773.00	16.33
DB.9055.800.000 Disability Insurance	43.67	43.67	120.00	76.33	36.39
DB.9060.800.000 Medical Insurance	2,662.37	13,311.85	25,045.00	11,733.15	53.15
DB.9785.600.000 Installment Purchase Debt, Principal	0.00	20,297.53	65,368.00	45,070.47	31.05
DB.9785.700.000 Installment Purchase Debt, Interest	0.00	1,556.53	4,823.00	3,266.47	32.27
Total Expenses	5,020.08	46,646.07	374,915.00	328,268.93	12.44
Excess Revenue Over (Under) Expenditures	\$ 4,674.94	\$ 44,873.00	\$ 0.00	\$ 701,410.86	0.00

Statement of Activity - MTD and YTD by Fund w/ Variance
Town of Bergen
For 4/30/2023

	M-T-D Actual	Y-T-D Actual	Annual Budget	Variance	Variance Percentage
Revenues					
SW.1001.000.003 Real Property Taxes - Peachey Rd District 3	0.00 \$	51,004.00 \$	51,004.00 \$	0.00 \$	100.00
SW.2401.000.003 Interest & Earnings	<u>230.63</u>	<u>538.89</u>	<u>0.00</u>	<u>538.89</u>	<u>0.00</u>
Total Revenues	230.63	51,542.89	51,004.00	538.89	101.06
Expenses					
SW.9720.600.003 Debt Principal, Install Bonds - Peachey Rd District 3	0.00	0.00	19,000.00	19,000.00	0.00
SW.9720.700.003 Debt Interest, Install Bonds - Peachey Rd District 3	0.00	0.00	30,004.00	30,004.00	0.00
SW.9950.900.003 Interfund Transfer	<u>0.00</u>	<u>0.00</u>	<u>2,000.00</u>	<u>2,000.00</u>	<u>0.00</u>
Total Expenses	0.00	0.00	51,004.00	51,004.00	0.00
Excess Revenue Over (Under) Expenditures	<u>\$ (230.63)\$</u>	<u>(51,542.89)\$</u>	<u>0.00 \$</u>	<u>50,465.11 \$</u>	<u>0.00</u>

Statement of Activity - MTD and YTD by Fund w/ Variance
Town of Bergen
 For 4/30/2023

	M-T-D Actual	Y-T-D Actual	Annual Budget	Variance	Variance Percentage
Revenues					
SW.1001.000.004 Property Taxes	\$ 0.00	\$ 273,418.00	\$ 273,418.00	\$ 0.00	100.00
SW.2140.001.004 Out of District User	0.00	1,927.74	0.00	1,927.74	0.00
SW.2401.000.004 Interest & Earnings	1,753.23	4,853.99	0.00	4,853.99	0.00
Total Revenues	1,753.23	280,199.73	273,418.00	6,781.73	102.48
Expenses					
SW.9710.600.004 Bond Principal, Water #4	0.00	0.00	105,000.00	105,000.00	0.00
SW.9710.700.004 Bond Interest, Water #4	0.00	0.00	159,908.00	159,908.00	0.00
SW.9950.900.004 Interfund Transfer	0.00	0.00	8,510.00	8,510.00	0.00
Total Expenses	0.00	0.00	273,418.00	273,418.00	0.00
Excess Revenue Over (Under) Expenditures	\$ (1,753.23)	\$ (280,199.73)	\$ 0.00	\$ 266,636.27	\$ 0.00

Account#	Account Description	Fee Description	Qty	Local Share
	Marriage License	Marriage License	1	17.50
			Sub-Total:	\$17.50
A1255	Clerk Fees	Certified Copies	3	30.00
		Dog Redemption	2	20.00
	Conservation	Conservation	4	4.97
			Sub-Total:	\$54.97
A2544	Dog Licensing	Female, Spayed	15	75.00
		Female, Unspayed	11	198.00
		Male, Neutered	12	60.00
		Male, Unneutered	1	18.00
	Late Fees	Late Fees	4	20.00
			Sub-Total:	\$371.00
B2110	Building & Zoning	Building Permit	1	75.00
			Sub-Total:	\$75.00

Total Local Shares Remitted: \$518.47

Amount paid to: N Y State Department Of Health _____ 22.50
 Amount paid to: NYS Ag. & Markets for spay/neuter program _____ 63.00
 Amount paid to: NYS Environmental Conservation _____ 85.03

Total State, County & Local Revenues: \$689.00

Total Non-Local Revenues: \$170.53

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>	<i>5/1/2023</i>
Supervisor	Date	Town Clerk	Date

Town of Bergen

Permit Monthly Report

04/01/2023 - 04/29/2023

Permit #	Issue Date	Owner	Permit Type	Property Location	Valuation	Amount
April 2023						
BP-0004-2023	04/06/2023	Evergreen Partners, LLC	Comm-New Structure	7150 Apple Tree Acres SBL#: 13.-1-59.112	\$38,295.00	\$150.00
BP-0007-2023	04/06/2023	Jay Zimmerman	Res-Acc Structure	7946 Buffalo Street Ext SBL#: 12.-1-54.22	\$40,000.00	\$75.00
April 2023 Total:					\$78,295.00	\$225.00
Reporting Period Total:					\$78,295.00	\$225.00

GEN BERGEN FIRE

Report Date Range from: 3/1/2023 to 3/31/2023

Report includes Emergent First On Scene Responses.

Response Time Minutes	Call Count	Cumulative Call Count	Percentage of Total Calls	Cumulative Percentage
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Response Zone: GEN BERG 17

04:00 - 04:59	1	1	14.29%	14.29%
08:00 - 08:59	1	2	14.29%	28.57%
15:00 - 15:59	1	3	14.29%	42.86%
16:00 - 16:59	2	5	28.57%	71.43%
18:00 - 18:59	1	6	14.29%	85.71%
24:00 - 24:59	1	7	14.29%	100.00%
Total Calls:	7	7	100%	

Response Zone: GEN BERG 22

16:00 - 16:59	1	1	16.67%	16.67%
17:00 - 17:59	1	2	16.67%	33.33%
20:00 - 20:59	2	4	33.33%	66.67%
21:00 - 21:59	1	5	16.67%	83.33%
22:00 - 22:59	1	6	16.67%	100.00%
Total Calls:	6	6	100%	

Call Source Total Calls: 13



Mark Meyerhofer
Senior Director
Government Affairs

April 14, 2023

Re: Charter Communications – Upcoming Change

Dear Municipal Official:

We value our customers and are committed to providing them with the latest products and technology, and we work hard to keep prices as low as possible. Effective May 16, 2023, the price for unreturned residential embedded multimedia terminal adapters (D3 and newer models, wired and wireless) will reduce by \$1.00 per month.

We remain committed to providing excellent communications and entertainment services in your community. If you have any questions, please feel free to contact me at 716-686-4446 or via email at Mark.Meyerhofer@charter.com.

Sincerely,

A handwritten signature in black ink that reads "Mark Meyerhofer".

Mark Meyerhofer
Senior Director, Government Affairs
Charter Communications

TOWN OF BERGEN

* ESTABLISHED APRIL 2, 1813 *

P.O. Box 249
10 HUNTER STREET
BERGEN, NY 14416

PHONE: (585) 494-1121 * FAX: (585) 494-1372 * NYS TDD 1-800-662-1220

SUPERVISOR
ERNEST HAYWOOD

COUNCILMEN
JAMES STAROWITZ
MARK ANDERSON

COUNCILWOMEN
BELINDA GRANT, DEPUTY SUPERVISOR
TERESA ROBINSON

SUPERINTENDENT OF HIGHWAYS
MIKE JOHNSON

TOWN CLERK/TAX COLLECTOR
MICHELE M. SMITH

JUSTICES
JOSEPH NENNI
ROBERT SWAPCEINSKI

ZONING & CODE ENFORCEMENT OFFICER
GERALD WOOD

ASSESSOR
RHONDA SAULSBURY



TOWN OF BERGEN PASSWORD POLICY

PURPOSE: THE PURPOSE OF THIS PASSWORD POLICY IS TO ENSURE THE SECURITY AND INTEGRITY OF THE TOWN OF BERGEN'S INFORMATION AND INFORMATION TECHNOLOGY SYSTEMS BY OUTLINING THE STANDARDS FOR CREATING AND MAINTAINING STRONG PASSWORDS.

SCOPE: THIS POLICY APPLIES TO ALL EMPLOYEES, OFFICIALS, AND CONTRACTORS OF THE TOWN OF BERGEN WHO USE THE TOWN OF BERGEN'S INFORMATION AND INFORMATION TECHNOLOGY SYSTEMS.

PASSWORD REQUIREMENTS:

- 1. PASSWORDS MUST BE AT LEAST EIGHT (8) CHARACTERS LONG.***
- 2. PASSWORDS MUST CONTAIN A COMBINATION OF UPPER AND LOWERCASE LETTERS, NUMBERS, AND SPECIAL CHARACTERS (&, @, #).***
- 3. PASSWORDS MUST NOT CONTAIN ANY EASILY GUESSABLE INFORMATION SUCH AS BIRTHDATES, NAMES, OR COMMON WORDS.***
- 4. PASSWORDS MUST BE UNIQUE AND NOT USED FOR ANY OTHER ACCOUNTS OR SERVICES.***
- 5. PASSWORDS MUST BE CHANGED EVERY 90 DAYS.***
- 6. PASSWORDS MUST NOT BE WRITTEN DOWN OR STORED IN AN UNSECURED LOCATION.***

PASSWORD MANAGEMENT:

- 1. EMPLOYEES MUST NOT SHARE THEIR PASSWORDS WITH ANYONE, INCLUDING SUPERVISORS OR IT STAFF/ CONTRACTORS.***
- 2. EMPLOYEES MUST LOG OUT OF THEIR ACCOUNTS OR LOCK THEIR DEVICES WHEN LEAVING THEM UNATTENDED.***
- 3. IT STAFF MUST ENFORCE THE PASSWORD POLICY AND MONITOR FOR ANY PASSWORD-RELATED ISSUES.***

This institution is an equal opportunity provider, and employer. If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or call (866)-632-9922 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 2050-9410 or by fax (202)690-7742 or e-mail program.intake@usda.gov.

4. *IT STAFF MUST RESET PASSWORDS IMMEDIATELY UPON NOTIFICATION OF POTENTIAL OR ACTUAL PASSWORD COMPROMISE.*

PASSWORD USAGE:

1. *PASSWORDS MUST BE USED TO AUTHENTICATE ACCESS TO TOWN OF BERGEN'S INFORMATION AND INFORMATION TECHNOLOGY SYSTEMS.*
2. *EMPLOYEES MUST NOT USE THE SAME PASSWORD FOR PERSONAL ACCOUNTS AND SERVICES.*
3. *EMPLOYEES MUST NOT REUSE PREVIOUS PASSWORDS.*
4. *EMPLOYEES MUST REPORT ANY SUSPICIOUS PASSWORD-RELATED ACTIVITY OR INCIDENTS TO IT STAFF IMMEDIATELY.*

ENFORCEMENT: *VIOLATIONS OF THIS PASSWORD POLICY MAY RESULT IN DISCIPLINARY ACTION, UP TO AND INCLUDING TERMINATION OF EMPLOYMENT. EMPLOYEES MUST SIGN AN ACKNOWLEDGMENT OF THIS POLICY AND THEIR UNDERSTANDING OF THE PASSWORD REQUIREMENTS.*

REVIEW: *THIS PASSWORD POLICY WILL BE REVIEWED AND UPDATED ANNUALLY OR AS NEEDED BY THE TOWN OF BERGEN'S IT PERSONNEL.*