

**Town Board Meeting**  
**Town of Bergen**  
**March 12<sup>th</sup>, 2024**  
**Town Hall- 10 Hunter Street, Bergen New York**  
Agenda

**I. Audit of Bills 6:45 pm Call to Order of Organizational Meeting 7:00 pm to be followed by Regular meeting of the Board.**

**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**

**Moment of Silence in Reembrace of Donald Hart**

**II. Privilege of the Floor:**

**III. Approval of meeting Minutes for:** - Board Meeting 2/12/2024

**IV. Communications included with this agenda:**

1. Supervisor Report for Jan. 2024 and Feb. 2024
2. Summary Spreadsheets for Jan. 2024 and Feb. 2024
3. Town Clerks Report for Feb. 2024
4. ZEO/CEO Report- for Feb. 2024
5. Mercy EMS report for Jan. 2024
6. Charter Communications, 2/23/2024 and 2/27/2024
7. Final Draft – Technology Disaster Recovery Policy
8. Resolution for Approval of Acquisition of an Easement by MCWA- 8240 Buffalo Road and 0 South Lake Road

**V. Board Members' items for addition to the agenda**

**VI. Reports:**

**Supervisor**

**Clerk**

**Board Members**

**Highway**

**Committees**

-Building, Grounds, and Facilities (cemeteries)

-Parks - Bathroom Update

-Local History & Museum

-Policy and Personnel:

**VII. Old Business:**

**VIII. New Business:**

-Approval of Resolution for Approval of Acquisition of an Easement by MCWA- 8240 Buffalo Road and 0 South Lake Road

-Action to file the Town Clerks report for Feb. 2024

-Action to file Supervisors Report for Jan. and Feb. 2024

-Approval to pay bills and authorizing the bookkeeper to transfer of funds necessary to the checking account to pay the bills

**IX. Meeting and Other Upcoming Dates:**

-Town Board Meeting: Regular meeting of the board 4/9/2024. 6:45 audit of bills, regular meeting at 7 pm

**X. Adjournment**

The Bergen Town Board convened in a regular session at 6:45 pm audit of the bills; convened in a regular session in the Town Hall with Supervisor Haywood presiding.

**PRESENT:**

Supervisor Ernie Haywood  
Councilperson Belinda Grant  
Councilperson James Starowitz  
Councilperson Karen Ely  
Councilperson Mark Swanson

**ALSO PRESENT:**

Teresa Robinson, Town Clerk  
Joel Pocock, Highway Superintendent 7:15 pm

**ABSENT:**

**OTHER ATTENDANCE:** Tom Zuber From MMB Group

**PRAYER**

**PRIVILEGE OF THE FLOOR:** Tom Zuber from MMB Group presented the outcomes of the single purpose audit for 2022 that was completed as required for receiving federal funding for Water Improvement Benefit Area #1.

**MINUTES:** *Councilperson Grant made a motion to approve the Town Board Minutes of 12/27/2023, Regular Meeting, and Organizational Meeting seconded by Councilperson Swanson*

Ayes: Haywood, Grant, Ely, Swanson

Nays: None

Abstained: Councilperson Starowitz

APPROVED by: Unanimous vote (4-0)

**COMMUNICATIONS:**

Supervisor Report for January 2024 – Not Available

Summary Spreadsheets for January 2024 – Not Available

Town Clerks Report for January 2024

ZEO/CEO Report for January 2024 – None this month

Mercy EMS report for January 2024

Travel request for Supervisor to attend Annual Meeting and Training for Associations of Towns – NYC – 2/17 – 2-20-2024

Annual checklist for Review of Justice Court Records for Justice Swapceinski and Justice Nenni and Resolution Bergen Historian Annual Report for 2023

Annual Fiscal Report from the Supervisor – presented to the board and clerk on 1/13/2024

Gillam Grant Community Center – report of youth and aging services activities

Cornell Asset Management Program – Internship program

Request of Dave Mason for appointment to the planning board

Resolution to accept the 2024 Justice Court Checklist and completed review of records

Resolution to accept the bid for purchase of 2024 Ford F250 Super Cab Truck

Resolution to set hourly rate for administrative work for Deputy Superintendent Mike Johnson outside of duties as Deputy

Resolution to authorize Supervisor to sign the 2023/2024 Municipal Snow and Ice Agreement with NYS

**BOARD MEMBERS' ITEMS FOR THE AGENDA:** Nothing to report

**REPORTS:**

**SUPERVISOR:** Working on Finalizing the Disaster Recovery Policy for the Town in regards to Cyber Security.

**TOWN CLERK:** Tax collection went well, once the bank accounts were setup and the online deposit was set up. Reached out to Stephen our website designer – would really like to have all of the forms needed on line and much more information on the website. Grant applications need to be completed for Record Management by March. Started working on them. Working on quotes with Bill for a new computer in the clerks' office. Spectrum will be coming in the end of February to complete the new phone system. Triple O is coming in on Friday to make the repairs previously approved by the board. Reached out to Triple O on two different occasions for the new contract.

**BOARD MEMBERS:** Nothing to report

**HIGHWAY:** Highway Superintendent Pocock has appointed Mike Johnson as Highway Deputy Superintendent. Shared with the Board - Cornell Asset Management Program-Internship, New truck replacement, NYS-Snow and Ice Removal Contract. New sign for Drews Nature Center. Ruth Kruppner has resigned as the secretary to the Highway Dept. effective 2/12/2024.

Councilperson Grant made a motion to accept Ruth Kruppner's resignation effective 2/12/2024; seconded by councilperson Starowitz.

Ayes: Haywood, Grant, Starowitz, Ely, Swanson

Nays: None

APPROVED by: Unanimous vote (5-0)

**TOWN CLERK'S REPORTS:** Councilperson Grant made a motion to file the Town Clerk's December 2023 Report, January Regular Meeting Report, and the Reorganization Report seconded by Councilperson Starowitz.

Ayes: Haywood, Grant, Starowitz, Ely, Swanson

Nays: None

APPROVED by: Unanimous vote (5-0)

**SUPERVISOR'S ANNUAL FISCAL REPORT TO THE BOARD:** The Supervisor presented to the Board members and the Town Clerk his Annual Fiscal Report for 2023, on 1/13/2024. Councilperson Starowitz made a motion to file the Supervisor's Annual Fiscal Report to the Board for 2023. Seconded by Councilperson Grant.

Ayes: Haywood, Grant, Starowitz, Ely, Swanson

Nays: None

APPROVED by: Unanimous vote (5-0)

**COMMITTEES:**

**Building, Grounds, and facilities:** Nothing to report

**Parks:** Joel is looking into alternative bathrooms at the park

**Local History & Museum:** Nothing to report

**Policy & Personnel:** Nothing to report

**OLD BUSINESS:**

**NEW BUSINESS:**

Resolution accepting the Annual Checklist of Justice Court Records and review of records.

Resolution to accept bid of purchase of Ford F250 Super Cab Truck from Genesee Valley Ford in the amount of \$49,200.00.

Resolution to set hourly rate for administrative work for Deputy Superintendent Mike Johnson outside of duties as Deputy.

Resolution to authorize the Supervisor to execute the NYS Snow and Ice Removal Contract.

- Approval of the Travel Request for the Supervisor to attend the Association of Towns – Annual Meeting and Training in NYC 2/17/24 – 2/20/2024;

Motion was made by Councilperson Grant Seconded by Councilperson Starowitz

Ayes: Haywood, Grant, Starowitz, Ely, Swanson

Nays: None

APPROVED by: Unanimous vote (5-0)

- Approval to contribute to Genesee Chamber of Commerce.

Motion was made by Councilperson Grant Seconded by Councilperson Starowitz

Ayes: Haywood, Grant, Starowitz, Ely, Swanson

Nays: None

APPROVED by: Unanimous vote (5-0)

- Acceptance of the Audit presented by MMB

Motion was made by Councilperson Grant Seconded by Councilperson Starowitz

Ayes: Haywood, Grant, Starowitz, Ely, Swanson

Nays: None

APPROVED by: Unanimous vote (5-0)

- Action to file the Town Clerk's report for January 2024

Motion was made by Councilperson Grant Seconded by Councilperson Starowitz

Ayes: Haywood, Grant, Starowitz, Ely, Swanson

Nays: None

APPROVED by: Unanimous vote (5-0)

- Action to file the Supervisor's Report for January 2024 - Unavailable

- Acceptance of Dave Mason's request as an alternate on the Planning Board

Motion was made by councilperson Grant; seconded by Councilperson Starowitz

Ayes: Haywood, Grant, Starowitz, Ely, Swanson

Nays: None

APPROVED by: Unanimous vote (5-0)

- Approval to pay bills and authorizing the bookkeeper to transfer of funds necessary to the checking account to pay the bills.

The bills were presented for audit and totaled General A Fund \$ 43,802.12; B \$ 8,826.29; Highway DA \$ 11,655.38; DB \$ 52,195.01

Councilperson Grant made a motion to pay the February 2024 bills; seconded by Councilperson Starowitz.

Ayes: Haywood, Grant, Starowitz, Ely, Swanson

Nays: None

APPROVED by: Unanimous vote (5-0)

**RESOLUTION NO. 6-2024**

WHEREAS, The Town Board of the Town of Bergen engaged in the services of Local Government Support Services to perform the checklist review of the 2023 records of the Town Justices; and

WHEREAS, the review was completed on January 31, 2024 and the Town Board of the Town of Bergen has had the opportunity to review the checklist and findings.

NOW THEREFORE BE RESOLVED:

Sec. 1. That the Town Board of the Town of Bergen hereby accepts the 2024 Justice Court checklist review dated January 31, 2024 by Local Government Support Services.

Sec. 2. That the Records have been duly examined and that the fines therein collected have been turned over to the proper officials of the Town of Bergen as required by law.

Sec. 3. That the report will be filed with the NYS Office of Court Administration.

MOTION for adoption of this Resolution by: Councilperson Starowitz

Seconded by: Councilperson Grant

VOTE BY ROLL CALL AND RECORD

Councilperson Ely - Aye

Councilperson Grant - Aye

Councilperson Starowitz - Aye

Councilperson Swanson - Aye

Supervisor Haywood - Aye

**RESOLUTION NO. 7-2024**

Approve 2023/24 Municipal Snow and Ice Agreement  
and Supplemental Agreement Number 3

NOW THEREFORE BE RESOLVED:

Sec. 1. That the Town Board hereby approves the 2023/2024 Municipal Snow and Ice Agreement and Supplemental Agreement Number 3.

Sec. 2. That the Supervisor is authorized to sign the Agreements.

MOTION for adoption of this Resolution by: Councilperson Ely

Seconded by: Councilperson Swanson

VOTE BY ROLL CALL AND RECORD

Councilperson Ely - Aye

Councilperson Grant - Aye

Councilperson Starowitz - Aye

Councilperson Swanson - Aye

Supervisor Haywood – Aye

Submitted – February 13, 2024

**RESOLUTION NO. 8-2024**

WHEREAS, Highway Superintendent Joel Pocock has appointed Michael Johnson as Deputy Highway Superintendent; and

WHEREAS, Superintendent Pocock requests an hourly wage be paid to Deputy Johnson for administrative assistance outside of the duties of Deputy Highway Superintendent.

NOW THEREFORE BE RESOLVED:

Sec. 1. That the Town Board approves an hourly rate of \$21.32 for administrative work for Deputy Johnson outside of the duties of Deputy Highway Superintendent.

Sec. 2. That these additional wages will be paid from the A5010.13.

MOTION for adoption of this Resolution by: Councilperson Grant

Seconded by: Councilperson Starowitz

VOTE BY ROLL CALL AND RECORD

Councilperson Ely - Aye

Councilperson Grant - Aye

Councilperson Starowitz - Aye

Councilperson Swanson - Aye

Supervisor Haywood – Aye

Submitted – February 13, 2024



**RESOLUTION NO. 9 -2024**

**Award Truck Purchase to Genesee Valley Ford**

WHEREAS, the Highway Superintendent has secured three quotes for the purchase of a 2024 Ford F250 Super Cab:

Genesee Valley Ford	\$ 49,200.00
Van Bortel Ford	49,253.47
West Herr Ford	51,179.43; and

WHEREAS, the Highway Superintendent recommends the purchase be made from the low bidder Genesee Valley Ford.

NOW THEREFORE BE RESOLVED:

Sec. 1. That the Town Board of the Town of Bergen hereby awards the 2024 Ford F250 Super Cab truck bid to Genesee Valley Ford for the quoted price of \$ 49,200.00.

MOTION for adoption of this Resolution by: Councilperson Starowitz

Seconded by: Councilperson Grant

**VOTE BY ROLL CALL AND RECORD**

Councilperson Ely - Aye

Councilperson Grant - Aye

Councilperson Starowitz - Aye

Councilperson Swanson - Aye

Supervisor Haywood – Aye

**REGULAR MEETING** – Town Board Meeting: Regular meeting of the board 3/13/2024 6:45 audit of the bills, regular meeting at 7:00 pm.

**ADJOURNMENT** Was at 8:49 pm on a motion made by councilperson Grant; seconded by councilperson Starowitz;

Ayes: Haywood, Grant, Starowitz, Ely, Swanson

Nays: None

APPROVED by: Unanimous vote (5-0)

Respectfully submitted

*Teresa Robinson*

Teresa Robinson, Town Clerk

**TOWN OF BERGEN**  
**JANUARY 2024**  
**EXECUTIVE SUMMARY**

**BALANCE SHEET**

- Bank accounts were reconciled as of 1/31/24.
- The Town has \$2,691,958.49 in the bank.

**REVENUES AND EXPENSES**

• **REVENUES**

- Total receipts for the month were: \$976,267.70.
- Major receipts were:
  - Town Clerk Report (Dec) - \$1,826.49
  - Justice Fees (Nov) – \$7,647.00
  - Snow & Ice - \$32,169.63
  - 4<sup>th</sup> Qtr 2023 Sales Tax - \$123,403.27
  - 4<sup>th</sup> Qtr 2023 Waste & Tonanage - \$12,663.41
  - Partial Tax Warrant - \$796,787.00
  - Interest - \$6,170.02

• **EXPENSES**

Expenditures through January on average should equal 8 % of the annual budget.

General Fund Townwide (A):

- Year to date expenses are \$40,473.93 compared to the annual budget of \$810,098.00 or 5% of the budget.

General Fund Outside Village (B):

- Year to date expenses are \$4,296.13 compared to the annual budget of \$317,718.00 or 1.35% of the budget.

Highway Townwide (DA):

- Year to date expenses are \$31,713.77 compared to the annual budget of \$514,494.00 or 6% of the budget.

Highway Outside Village (DB):

- Year to date expenses are \$6,373.12 compared to the annual budget of \$383,078.88 or 1.66% of the budget.

*Ernie J. Hoque, Supervisor of Bgs 3/9/2024*  
*Ernie J. Hoque*



**Statement of Activity - MTD and YTD by Fund w/ Variance**  
**Town of Bergen**  
**For 1/31/2024**

	M-T-D Actual	Y-T-D Actual	Annual Budget	Variance	Variance Percentage
<b>Revenues</b>					
AA.1001.000.000 Real Property Taxes	\$ 298,445.00	\$ 298,445.00	\$ 298,445.00	\$ 0.00	100.00
AA.1081.000.000 Other Payments in Lieu of Taxes	0.00	0.00	8,920.00	(8,920.00)	0.00
AA.1090.000.000 Interest & Penalties on Real Property Taxes	0.00	0.00	2,000.00	(2,000.00)	0.00
AA.1120.000.000 County Sales Tax Distribution	0.00	0.00	228,576.00	(228,576.00)	0.00
AA.1255.000.000 Clerk Fees	512.49	512.49	2,500.00	(1,987.51)	20.50
AA.2130.000.000 Landfill Host Revenue	12,663.41	12,663.41	57,000.00	(44,336.59)	22.22
AA.2401.000.000 Interest & Earnings	1,477.16	1,477.16	10,000.00	(8,522.84)	14.77
AA.2410.000.000 Rental of Real Property	0.00	0.00	1,500.00	(1,500.00)	0.00
AA.2530.000.000 Games of Chance	10.00	10.00	10.00	0.00	100.00
AA.2544.000.000 Dog Licenses	99.00	99.00	2,400.00	(2,301.00)	4.13
AA.2610.000.000 Fines and Forfeited Bail	3,463.00	3,463.00	65,000.00	(61,537.00)	5.33
AA.3001.000.000 State Aid, AIM / Revenue Sharing	0.00	0.00	11,020.00	(11,020.00)	0.00
AA.3005.000.000 State Aid, Mortgage Tax	0.00	0.00	30,000.00	(30,000.00)	0.00
AA.5999.000.000 Unexpended Balance	0.00	0.00	92,727.00	(92,727.00)	0.00
<b>Total Revenues</b>	<b>316,670.06</b>	<b>316,670.06</b>	<b>810,098.00</b>	<b>(493,427.94)</b>	<b>39.09</b>
<b>Expenses</b>					
AA.1010.100.000 Town Board Personal Services	1,339.00	1,339.00	16,068.00	14,729.00	8.33
AA.1010.400.000 Town Board Contractual	24.00	24.00	1,200.00	1,176.00	2.00
AA.1110.100.000 Justices Personal Services	2,562.00	2,562.00	30,744.00	28,182.00	8.33
AA.1110.102.000 Justice Pers Svc, Clerk	2,100.69	2,100.69	26,322.00	24,221.31	7.98
AA.1110.200.000 Justice Equipment	0.00	0.00	600.00	600.00	0.00
AA.1110.400.000 Justices Contractual	200.24	200.24	14,250.00	14,049.76	1.41
AA.1220.100.000 Supervisor Personal Services	1,040.66	1,040.66	12,488.00	11,447.34	8.33
AA.1220.102.000 Deputy Supervisor Personal Services	132.75	132.75	1,593.00	1,460.25	8.33
AA.1220.103.000 Supervisor's Secretary Personal Services	573.88	573.88	9,136.00	8,562.12	6.28
AA.1220.400.000 Supervisor Contractual	579.00	579.00	5,000.00	4,421.00	11.58
AA.1310.400.000 Bookkeeper, Contr Expend	1,440.00	1,440.00	32,410.00	30,970.00	4.44
AA.1355.200.000 Assessor Equipment	0.00	0.00	200.00	200.00	0.00
AA.1355.400.000 Assessor Contractual	1,000.00	1,000.00	28,000.00	27,000.00	3.57
AA.1410.100.000 Town Clerk Personal Services	3,530.30	3,530.30	45,894.00	42,363.70	7.69
AA.1410.102.000 Deputy Town Clerk Personal Services	1,474.98	1,474.98	6,240.00	4,765.02	23.64
AA.1410.200.000 Town Clerk Equipment	0.00	0.00	500.00	500.00	0.00
AA.1410.400.000 Town Clerk Contractual	149.03	149.03	5,000.00	4,850.97	2.98
AA.1420.400.000 Attorney Contractual	0.00	0.00	5,000.00	5,000.00	0.00
AA.1420.401.000 Court Prosecutor	0.00	0.00	9,600.00	9,600.00	0.00
AA.1440.400.000 Engineer Contractual	0.00	0.00	2,500.00	2,500.00	0.00
AA.1450.400.000 Elections Contractual	0.00	0.00	5,200.00	5,200.00	0.00
AA.1460.400.000 Records Management Contractual	0.00	0.00	3,000.00	3,000.00	0.00
AA.1480.400.000 Public Info Services OARS Contractual	0.00	0.00	1,200.00	1,200.00	0.00

**Statement of Activity - MTD and YTD by Fund w/ Variance**  
**Town of Bergen**  
**For 1/31/2024**

	M-T-D Actual	Y-T-D Actual	Annual Budget	Variance	Variance Percentage
AA.1620.100.000 Buildings Personal Services	371.00	371.00	10,432.00	10,061.00	3.56
AA.1620.400.000 Building Operation Contractual	2,539.21	2,539.21	40,000.00	37,460.79	6.35
AA.1620.401.000 Building Operation Lease Fire Hall	0.00	0.00	20,149.00	20,149.00	0.00
AA.1660.400.000 Central Storeroom Contractual	52.39	52.39	500.00	447.61	10.48
AA.1670.400.000 Central Printing & Mailing Contractual	554.04	554.04	5,500.00	4,945.96	10.07
AA.1680.200.000 Computers Equipment	0.00	0.00	10,000.00	10,000.00	0.00
AA.1680.400.000 Computers Contractual	724.54	724.54	8,000.00	7,275.46	9.06
AA.1910.400.000 Unallocated Insurance	1,263.00	1,263.00	37,000.00	35,737.00	3.41
AA.1920.400.000 Municipal Association Dues	900.00	900.00	900.00	0.00	100.00
AA.1950.400.000 Taxes and Assessments on Property	6,043.91	6,043.91	6,500.00	456.09	92.98
AA.1990.400.000 Contingency	0.00	0.00	15,000.00	15,000.00	0.00
AA.3120.100.000 Constables Personnel Services	0.00	0.00	5,200.00	5,200.00	0.00
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	2,807.60	2,807.60	70,190.00	67,382.40	4.00
AA.5010.102.000 Supt. of Highways, Pers Svc, Deputy	0.00	0.00	1,592.00	1,592.00	0.00
AA.5010.103.000 Supt. of Highways, Pers Svc, Clerk	0.00	0.00	8,000.00	8,000.00	0.00
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	470.00	470.00	1,200.00	730.00	39.17
AA.5132.400.000 Garage Contractual	1,532.07	1,532.07	40,000.00	38,467.93	3.83
AA.5182.400.000 Street Lighting Contractual	267.90	267.90	7,000.00	6,732.10	3.83
AA.6410.400.000 Publicity - Newsletter Contractual	0.00	0.00	6,500.00	6,500.00	0.00
AA.6420.400.000 Promotion of Industry Contractual	0.00	0.00	2,000.00	2,000.00	0.00
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	52,500.00	52,500.00	0.00
AA.7510.100.000 Historian Personal Services	0.00	0.00	3,025.00	3,025.00	0.00
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	5,000.00	5,000.00	0.00
AA.9010.800.000 NYS Retirement	0.00	0.00	27,945.00	27,945.00	0.00
AA.9030.800.000 Social Security & Medicare	1,207.61	1,207.61	19,273.00	18,065.39	6.27
AA.9040.800.000 Worker's Compensation	1,426.00	1,426.00	7,602.00	6,176.00	18.76
AA.9055.800.000 Disability Insurance	60.48	60.48	150.00	89.52	40.32
AA.9060.800.000 Medical Insurance	4,107.65	4,107.65	39,020.00	34,912.35	10.53
AA.9720.600.000 Debt Principal Highway Garage	0.00	0.00	75,000.00	75,000.00	0.00
AA.9720.700.000 Interest on Debt Highway Garage	0.00	0.00	6,375.00	6,375.00	0.00
<b>Total Expenses</b>	<b>40,473.93</b>	<b>40,473.93</b>	<b>810,098.00</b>	<b>769,624.07</b>	<b>5.00</b>

Statement of Activity - MTD and YTD by Fund w/ Variance

Town of Bergen

For 1/31/2024

	M-T-D Actual	Y-T-D Actual	Annual Budget	Variance	Variance Percentage
Excess Revenue Over (Under) Expenditures	\$ (276,196.13)\$	(276,196.13)\$	0.00 \$	1,263,052.01 \$	0.00

**Statement of Activity - MTD and YTD by Fund w/ Variance**  
**Town of Bergen**  
**For 1/31/2024**

	M-T-D Actual	Y-T-D Actual	Annual Budget	Variance	Variance Percentage
<b>Revenues</b>					
BB.1120.000.000 County Sales Tax Distribution	\$ 123,403.27	\$ 123,403.27	\$ 236,241.00	\$ (112,837.73)	52.24
BB.1170.000.000 Franchise Fees	0.00	0.00	24,500.00	(24,500.00)	0.00
BB.1560.000.000 Safety Inspection Fees	0.00	0.00	75.00	(75.00)	0.00
BB.2110.000.000 Zoning Fees	905.00	905.00	3,000.00	(2,095.00)	30.17
BB.2115.000.000 Planning Board Fees	300.00	300.00	400.00	(100.00)	75.00
BB.2401.000.000 Interest & Earnings	692.19	692.19	3,500.00	(2,807.81)	19.78
BB.5999.000.000 Unexpended Balance	0.00	0.00	50,002.00	(50,002.00)	0.00
<b>Total Revenues</b>	<b>125,300.46</b>	<b>125,300.46</b>	<b>317,718.00</b>	<b>(192,417.54)</b>	<b>39.44</b>
<b>Expenses</b>					
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	0.00	4,000.00	4,000.00	0.00
BB.7310.400.000 Youth Programs Contractual	0.00	0.00	4,500.00	4,500.00	0.00
BB.8010.100.000 Zoning Pers Svc	59.80	59.80	887.00	827.20	6.74
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	292.33	5,542.00	5,249.67	5.27
BB.8020.400.000 Planning Contractual	1,628.04	1,628.04	3,000.00	1,371.96	54.27
BB.8160.400.000 Refuse & Garbage Contractual	0.00	0.00	1,000.00	1,000.00	0.00
BB.8664.100.000 Code Enforcement Personnel Services	1,546.46	1,546.46	20,104.00	18,557.54	7.69
BB.8664.400.000 Code Enforcement Contractual	342.26	342.26	4,400.00	4,057.74	7.78
BB.9030.800.000 Social Security & Medicare	145.24	145.24	2,029.00	1,883.76	7.16
BB.9040.800.000 Workers Compensation	282.00	282.00	944.00	662.00	29.87
BB.9901.900.000 Interfund Transfers	0.00	0.00	256,072.00	256,072.00	0.00
<b>Total Expenses</b>	<b>4,296.13</b>	<b>4,296.13</b>	<b>317,718.00</b>	<b>313,421.87</b>	<b>1.35</b>
<b>Excess Revenue Over (Under) Expenditures</b>	<b>\$ (121,004.33)</b>	<b>\$ (121,004.33)</b>	<b>0.00</b>	<b>\$ 505,839.41</b>	<b>0.00</b>

**Statement of Activity - MTD and YTD by Fund w/ Variance**  
**Town of Bergen**  
**For 1/31/2024**

	M-T-D Actual	Y-T-D Actual	Annual Budget	Variance	Variance Percentage
<b>Revenues</b>					
DA.1001.000.000 Property Taxes	\$ 292,620.00	\$ 292,620.00	\$ 292,620.00	\$ 0.00	100.00
DA.2300.000.000 Services to Other Gov't	32,169.63	32,169.63	130,000.00	(97,830.37)	24.75
DA.2401.000.000 Interest & Earnings	913.28	913.28	5,000.00	(4,086.72)	18.27
DA.3589.000.000 St. Aid, Other Transportation	0.00	0.00	40,000.00	(40,000.00)	0.00
DA.5999.000.000 Appropriated Fund Balance	0.00	0.00	46,874.00	(46,874.00)	0.00
<b>Total Revenues</b>	<b>325,702.91</b>	<b>325,702.91</b>	<b>514,494.00</b>	<b>(188,791.09)</b>	<b>63.31</b>
<b>Expenses</b>					
DA.5130.100.000 Machinery, Pers Serv	0.00	0.00	12,309.00	12,309.00	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 Expnd	55.80	55.80	40,000.00	39,944.20	0.14
DA.5140.100.000 Brush & Weeds, Pers Serv	0.00	0.00	12,060.00	12,060.00	0.00
DA.5140.400.000 Brush & Weeds, Contr Expnd	0.00	0.00	1,500.00	1,500.00	0.00
DA.5142.100.000 Snow & Ice, Pers Serv	17,914.51	17,914.51	128,102.00	110,187.49	13.98
DA.5142.400.000 Snow & Ice, Contr Expnd	1,239.52	1,239.52	113,000.00	111,760.48	1.10
DA.9010.800.000 NYS Retirement, Empl Bnfts	0.00	0.00	20,965.00	20,965.00	0.00
DA.9030.800.000 Social Security & Medicare, Empl Bnfts	1,313.36	1,313.36	11,664.00	10,350.64	11.26
DA.9040.800.000 Workers Compensation, Empl Bnfts	2,820.00	2,820.00	4,274.00	1,454.00	65.98
DA.9055.800.000 Disability Insurance, Empl Bnfts	30.00	30.00	150.00	120.00	20.00
DA.9060.800.000 Hospital & Medical (Dental) Ins, Empl Bnfts	8,340.58	8,340.58	45,470.00	37,129.42	18.34
<b>Total Expenses</b>	<b>31,713.77</b>	<b>31,713.77</b>	<b>514,494.00</b>	<b>482,780.23</b>	<b>6.16</b>
<b>Excess Revenue Over (Under) Expenditures</b>	<b>\$ (293,989.14)\$</b>	<b>(293,989.14)\$</b>	<b>0.00 \$</b>	<b>671,571.32 \$</b>	<b>0.00</b>



Statement of Activity - MTD and YTD by Fund w/ Variance

Town of Bergen

For 1/31/2024

	M-T-D Actual	Y-T-D Actual	Annual Budget	Variance	Variance Percentage
<b>Revenues</b>					
DB.2401.000.000 Interest & Earnings	\$ 643.59 \$	643.59 \$	2,000.00 \$	(1,356.41)\$	32.18
DB.3501.000.000 Consolidated Highway Aid	0.00	0.00	75,000.00	(75,000.00)	0.00
DB.5031.000.000 Interfund Transfers	0.00	0.00	256,072.00	(256,072.00)	0.00
DB.5999.000.000 Unexpended Balance	0.00	0.00	50,006.00	(50,006.00)	0.00
<b>Total Revenues</b>	<b>643.59</b>	<b>643.59</b>	<b>383,078.00</b>	<b>(382,434.41)</b>	<b>0.17</b>
<b>Expenses</b>					
DB.5110.100.000 General Highway Repairs Personal Services	0.00	0.00	93,648.00	93,648.00	0.00
DB.5110.400.000 General Highway Repairs Contractual	128.00	128.00	93,500.00	93,372.00	0.14
DB.5112.200.000 Permanent Highway Improvements	0.00	0.00	75,000.00	75,000.00	0.00
DB.9010.800.000 NYS Retirement	0.00	0.00	12,869.00	12,869.00	0.00
DB.9030.800.000 Social Security & Medicare	0.00	0.00	7,164.00	7,164.00	0.00
DB.9040.800.000 Workers Compensation	1,112.00	1,112.00	1,112.00	0.00	100.00
DB.9055.800.000 Disability Insurance	21.15	21.15	120.00	98.85	17.63
DB.9060.800.000 Medical Insurance	5,111.97	5,111.97	27,870.00	22,758.03	18.34
DB.9785.600.000 Installment Purchase Debt, Principal	0.00	0.00	67,736.00	67,736.00	0.00
DB.9785.700.000 Installment Purchase Debt, Interest	0.00	0.00	4,059.00	4,059.00	0.00
<b>Total Expenses</b>	<b>6,373.12</b>	<b>6,373.12</b>	<b>383,078.00</b>	<b>376,704.88</b>	<b>1.66</b>
<b>Excess Revenue Over (Under) Expenditures</b>	<b>\$ 5,729.53 \$</b>	<b>5,729.53 \$</b>	<b>0.00 \$</b>	<b>759,139.29 \$</b>	<b>0.00</b>

**Statement of Activity - MTD and YTD by Fund w/ Variance**  
**Town of Bergen**  
**For 1/31/2024**

	M-T-D Actual	Y-T-D Actual	Annual Budget	Variance	Variance Percentage
Revenues					
HH.2401.000.004 Interest & Earnings, Water Capital #4	\$ 1,302.47	\$ 1,302.47	0.00	\$ 1,302.47	0.00
<b>Total Revenues</b>	<b>1,302.47</b>	<b>1,302.47</b>	<b>0.00</b>	<b>1,302.47</b>	<b>0.00</b>
Expenses					
Excess Revenue Over (Under) Expenditures	\$ (1,302.47)	\$ (1,302.47)	0.00	(1,302.47)	0.00

**Statement of Activity - MTD and YTD by Fund w/ Variance**  
**Town of Bergen**  
**For 1/31/2024**

	M-T-D Actual	Y-T-D Actual	Annual Budget	Variance	Variance Percentage
<b>Revenues</b>					
SM.1001.000.000 Real Property Taxes	\$ 205,722.00	\$ 205,722.00	\$ 205,722.00	\$ 0.00	100.00
SM.2401.000.000 Interest & Earnings	11.21	11.21	1,500.00	(1,488.79)	0.75
SM.5999.000.000 Unexpended Balance	0.00	0.00	2,000.00	(2,000.00)	0.00
<b>Total Revenues</b>	<u>205,733.21</u>	<u>205,733.21</u>	<u>209,222.00</u>	<u>(3,488.79)</u>	<u>98.33</u>
<b>Expenses</b>					
SM.3410.400.000 Fire Contract Contractual	0.00	0.00	209,222.00	209,222.00	0.00
<b>Total Expenses</b>	<u>0.00</u>	<u>0.00</u>	<u>209,222.00</u>	<u>209,222.00</u>	<u>0.00</u>
<b>Excess Revenue Over (Under) Expenditures</b>	<u>\$ (205,733.21)</u>	<u>\$ (205,733.21)</u>	<u>0.00</u>	<u>\$ 212,710.79</u>	<u>0.00</u>

**Statement of Activity - MTD and YTD by Fund w/ Variance**  
**Town of Bergen**  
**For 1/31/2024**

	M-T-D Actual	Y-T-D Actual	Annual Budget	Variance	Variance Percentage
<b>Revenues</b>					
SW.1001.000.003 Real Property Taxes - Peachey Rd District 3	\$ 0.00	\$ 0.00	\$ 43,863.00	\$(43,863.00)	0.00
SW.2401.000.003 Interest & Earnings	62.26	62.26	1,500.00	(1,437.74)	4.15
SW.5031.000.003 Interfund Transferr - Peachey Road	0.00	0.00	5,000.00	(5,000.00)	0.00
SW.5999.000.003 Unexpended Balance - District 3	0.00	0.00	1,000.00	(1,000.00)	0.00
<b>Total Revenues</b>	<b>62.26</b>	<b>62.26</b>	<b>51,363.00</b>	<b>(51,300.74)</b>	<b>0.12</b>
<b>Expenses</b>					
SW.9720.600.003 Debt Principal, Install Bonds - Peachey Rd District 3	0.00	0.00	20,000.00	20,000.00	0.00
SW.9720.700.003 Debt Interest, Install Bonds - Peachey Rd District 3	0.00	0.00	29,363.00	29,363.00	0.00
SW.9950.900.003 Interfund Transfer	0.00	0.00	2,000.00	2,000.00	0.00
<b>Total Expenses</b>	<b>0.00</b>	<b>0.00</b>	<b>51,363.00</b>	<b>51,363.00</b>	<b>0.00</b>
<b>Excess Revenue Over (Under) Expenditures</b>	<b>\$ (62.26)\$</b>	<b>(62.26)\$</b>	<b>0.00 \$</b>	<b>102,663.74 \$</b>	<b>0.00</b>

**Statement of Activity - MTD and YTD by Fund w/ Variance**  
**Town of Bergen**  
**For 1/31/2024**

	M-T-D Actual	Y-T-D Actual	Annual Budget	Variance	Variance Percentage
<b>Revenues</b>					
SW.1001.000.004 Property Taxes	\$ 0.00	0.00	\$(252,060.00)	\$ 252,060.00	0.00
SW.2140.001.004 Out of District User	1,770.90	1,770.90	(2,900.00)	4,670.90	61.07
SW.2401.000.004 Interest & Earnings	1,067.86	1,067.86	(8,000.00)	9,067.86	13.35
<b>Total Revenues</b>	<b>2,838.76</b>	<b>2,838.76</b>	<b>(262,960.00)</b>	<b>265,798.76</b>	<b>1.08</b>
<b>Expenses</b>					
SW.9710.600.004 Bond Principal (\$5,615,000), Water #4	0.00	0.00	110,000.00	110,000.00	0.00
SW.9710.601.004 Bond Principal (\$935,000), Water #4	0.00	0.00	15,000.00	15,000.00	0.00
SW.9710.700.004 Bond Interest (\$5,615,000), Water #4	0.00	0.00	116,770.00	116,770.00	0.00
SW.9710.701.004 Bond Interest (\$935,000), Water #4	0.00	0.00	12,650.00	12,650.00	0.00
SW.9950.900.004 Interfund Transfer	0.00	0.00	8,540.00	8,540.00	0.00
<b>Total Expenses</b>	<b>0.00</b>	<b>0.00</b>	<b>262,960.00</b>	<b>262,960.00</b>	<b>0.00</b>
<b>Excess Revenue Over (Under) Expenditures</b>	<b>\$(2,838.76)</b>	<b>\$(2,838.76)</b>	<b>\$ 525,920.00</b>	<b>\$(2,838.76)</b>	<b>(0.54)</b>

**TOWN OF BERGEN  
FEBRUARY 2024  
EXECUTIVE SUMMARY**

**BALANCE SHEET**

- Bank accounts were reconciled as of 2/29/24.
- The Town has \$2,829,302.59 in the bank.

**REVENUES AND EXPENSES**

• **REVENUES**

- Total receipts for the month were: \$409,817.33.
- Major receipts were:
  - Town Clerk Report (Jan) - \$545.50
  - Justice Fees (Dec) – \$11,637.53
  - Partial Tax Warrant - \$295,923.00
  - Snow & Ice - \$176,361.04
  - PILOT - \$19,252.85
  - Charter Franchise Fee - \$5,462.31
  - Out of District Water - \$1,180.60
  - Interest - \$9,739.68

• **EXPENSES**

Expenditures through January on average should equal 16.6 % of the annual budget.

General Fund Townwide (A):

- Year to date expenses are \$110,402.37 compared to the annual budget of \$810,098.00 or 13.63% of the budget.

General Fund Outside Village (B):

- Year to date expenses are \$15,858.63 compared to the annual budget of \$317,718.00 or 5% of the budget.

Highway Townwide (DA):

- Year to date expenses are \$72,875.69 compared to the annual budget of \$514,494.00 or 14% of the budget.

Highway Outside Village (DB):

- Year to date expenses are \$60,733.89 compared to the annual budget of \$383,078.88 or 15.85% of the budget.

*Emil H. Hoyer*  
Emil H. Hoyer  
Supervisor of Bergen 3/1/2024

Town of Bergen  
Cash Summary Report  
FEBRUARY 2024

FUND Account	1/31/2023		2/29/2024		Checking	Joint Savings	Joint Savings	NYCLASS Savings	NYCLASS WIBA	NYCLASS ARPA	#9988 Trust & Agency
	BALANCES	Increases	Decreases	BALANCES							
A 200.000 General TW Checking	40,812.35	46,903.40	46,901.07	40,814.68	40,814.68						
A 201.000 General TW Savings	(5,275.82)	31,103.23	72,076.77	(46,249.36)		(46,249.36)		283,348.14			
A 230.000 NYS Class Savings	281,905.37	1,442.77	-	283,348.14							
A 230.001 NYS Class ARPA	203,420.17	847.40	-	204,267.57						204,267.57	
B 200.000 General OV Checking	185,780.71	8,966.29	8,826.29	185,920.71	185,920.71						
B 201.000 General OV Savings	332,813.27	5,737.31	11,702.50	326,848.08		326,848.08					
B 230.000 NYS Class Savings	140,709.99	720.15	-	141,430.14				141,430.14			
DA 200.000 Highway TW Checking	105,198.91	15,206.17	15,188.98	105,216.10	105,216.10						
DA 201.000 Highway TW Savings	48,057.39	76,361.04	41,179.11	83,239.32		83,239.32					
DA 230.000 NYS Class Savings	479,009.25	2,451.54	-	481,460.79				481,460.79			
DB 200.000 Highway OV Checking	-	54,360.77	54,360.77	-		(34,449.25)					
DB 201.000 Highway OV Savings	19,911.52	-	54,360.77	(34,449.25)				56,497.37			
DB 230.000 NYS Class Savings	56,209.69	287.68	-	56,497.37							
HH 200.004 Water District #4 Checking	9,125.88	-	-	9,125.88	9,125.88						
HH 201.004 WIBA #1 Savings	8,814.41	-	-	8,814.41		8,814.41					
HH 230.004 WIBA#1 NY Class	200,657.86	835.92	-	201,493.78					201,493.78		
HH 231.000 WIBA #1 NY Class	83,250.88	426.07	-	83,676.95						83,676.95	
SM 200.000 Special District Fire Checking	-	104,262.44	104,262.44	-							
SM 201.000 Special District Fire Savings	-	-	-	-				104,802.14			
SM 230.000 NYS Class Savings	208,000.05	1,064.53	104,262.44	104,802.14							
SW 200.002 Water District Checking	-	-	-	(0.20)		(0.20)					
SW 201.002 Water District Savings	(0.20)	-	-	(0.20)							
SW 200.003 Water Peachey Rd Checking	-	-	-	-							
SW 201.003 Water Peachey Rd Savings	0.01	-	-	0.01		0.01					
SW 230.003 NYS Class Savings	12,656.76	43,932.92	-	56,589.68				56,589.68			
SW 200.004 Water WIBA#1 Checking	-	-	-	-							
SW 201.004 Water WIBA#1 Savings	1,783.32	1,180.60	-	2,963.92		2,963.92					
SW 230.004 NYS Class Savings	217,078.69	253,165.85	-	470,244.54				470,244.54			
TA 200.000 Trust & Agency	37,162.27	54,060.25	52,851.09	38,371.43							38,371.43
VV 200.005 Peachey Water Checking	-	-	-	-							
VV 201.005 Peachey Water Savings	24,875.76	-	-	24,875.76		24,875.76					
	2,691,958.49	703,316.33	565,972.23	2,829,302.59	341,077.37	366,042.69	1,678,049.75	201,493.78	204,267.57		38,371.43
Reconciliation											
Bank Statement Balances				2,840,098.25	351,209.25	137,857.55	1,906,234.89	201,493.78	204,267.57		39,035.21
Outstanding Transfer						228,185.14	(228,185.14)				
Library Account Activity											
Deposits in Transit											
Outstanding Checks				(10,795.66)	(10,131.88)						(663.78)
Balance on General Ledger				2,829,302.59	341,077.37	366,042.69	1,678,049.75	201,493.78	204,267.57		38,371.43
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:											
				2/29/2024							

**Statement of Activity - MTD and YTD by Fund w/ Variance**  
**Town of Bergen**  
**For 2/29/2024**

	M-T-D Actual	Y-T-D Actual	Annual Budget	Variance	Variance Percentage
<b>Revenues</b>					
AA.1001.000.000 Real Property Taxes	\$ 0.00	\$ 298,445.00	\$ 298,445.00	\$ 0.00	100.00
AA.1081.000.000 Other Payments in Lieu of Taxes	18,707.35	18,707.35	8,920.00	9,787.35	209.72
AA.1090.000.000 Interest & Penalties on Real Property Taxes	0.00	0.00	2,000.00	(2,000.00)	0.00
AA.1120.000.000 County Sales Tax Distribution	0.00	0.00	228,576.00	(228,576.00)	0.00
AA.1255.000.000 Clerk Fees	57.50	569.99	2,500.00	(1,930.01)	22.80
AA.2130.000.000 Landfill Host Revenue	0.00	12,663.41	57,000.00	(44,336.59)	22.22
AA.2401.000.000 Interest & Earnings	2,778.02	4,255.18	10,000.00	(5,744.82)	42.55
AA.2410.000.000 Rental of Real Property	0.00	0.00	1,500.00	(1,500.00)	0.00
AA.2530.000.000 Games of Chance	0.00	10.00	10.00	0.00	100.00
AA.2544.000.000 Dog Licenses	213.00	312.00	2,400.00	(2,088.00)	13.00
AA.2610.000.000 Fines and Forfeited Bail	9,491.53	12,954.53	65,000.00	(52,045.47)	19.93
AA.3001.000.000 State Aid, AIM / Revenue Sharing	0.00	0.00	11,020.00	(11,020.00)	0.00
AA.3005.000.000 State Aid, Mortgage Tax	0.00	0.00	30,000.00	(30,000.00)	0.00
AA.5999.000.000 Unexpended Balance	0.00	0.00	92,727.00	(92,727.00)	0.00
<b>Total Revenues</b>	<b>31,247.40</b>	<b>347,917.46</b>	<b>810,098.00</b>	<b>(462,180.54)</b>	<b>42.95</b>
<b>Expenses</b>					
AA.1010.100.000 Town Board Personal Services	1,339.00	2,678.00	16,068.00	13,390.00	16.67
AA.1010.400.000 Town Board Contractual	81.97	105.97	1,200.00	1,094.03	8.83
AA.1110.100.000 Justices Personal Services	2,562.00	5,124.00	30,744.00	25,620.00	16.67
AA.1110.102.000 Justice Pers Svc, Clerk	2,071.52	4,172.21	26,322.00	22,149.79	15.85
AA.1110.200.000 Justice Equipment	0.00	0.00	600.00	600.00	0.00
AA.1110.400.000 Justices Contractual	435.17	635.41	14,250.00	13,614.59	4.46
AA.1220.100.000 Supervisor Personal Services	1,040.66	2,081.32	12,488.00	10,406.68	16.67
AA.1220.102.000 Deputy Supervisor Personal Services	132.75	265.50	1,593.00	1,327.50	16.67
AA.1220.103.000 Supervisor's Secretary Personal Services	660.80	1,234.68	9,136.00	7,901.32	13.51
AA.1220.400.000 Supervisor Contractual	0.00	579.00	5,000.00	4,421.00	11.58
AA.1310.400.000 Bookkeeper, Contr Expend	8,940.00	10,380.00	32,410.00	22,030.00	32.03
AA.1355.200.000 Assessor Equipment	0.00	0.00	200.00	200.00	0.00
AA.1355.400.000 Assessor Contractual	0.00	1,000.00	28,000.00	27,000.00	3.57
AA.1410.100.000 Town Clerk Personal Services	5,295.45	8,825.75	45,894.00	37,068.25	19.23
AA.1410.102.000 Deputy Town Clerk Personal Services	1,286.25	2,761.23	6,240.00	3,478.77	44.25
AA.1410.200.000 Town Clerk Equipment	0.00	0.00	500.00	500.00	0.00
AA.1410.400.000 Town Clerk Contractual	90.02	239.05	5,000.00	4,760.95	4.78
AA.1420.400.000 Attorney Contractual	1,600.00	1,600.00	5,000.00	3,400.00	32.00
AA.1420.401.000 Court Prosecutor	0.00	0.00	9,600.00	9,600.00	0.00
AA.1440.400.000 Engineer Contractual	0.00	0.00	2,500.00	2,500.00	0.00
AA.1450.400.000 Elections Contractual	0.00	0.00	5,200.00	5,200.00	0.00
AA.1460.400.000 Records Management Contractual	0.00	0.00	3,000.00	3,000.00	0.00
AA.1480.400.000 Public Info Services OARS Contractual	0.00	0.00	1,200.00	1,200.00	0.00



**Statement of Activity - MTD and YTD by Fund w/ Variance**  
**Town of Bergen**  
**For 2/29/2024**

	M-T-D Actual	Y-T-D Actual	Annual Budget	Variance	Variance Percentage
AA.1620.100.000 Buildings Personal Services	387.50	758.50	10,432.00	9,673.50	7.27
AA.1620.400.000 Building Operation Contractual	22,988.60	25,527.81	40,000.00	14,472.19	63.82
AA.1620.401.000 Building Operation Lease Fire Hall	0.00	0.00	20,149.00	20,149.00	0.00
AA.1660.400.000 Central Storeroom Contractual	172.65	225.04	500.00	274.96	45.01
AA.1670.400.000 Central Printing & Mailing Contractual	1,512.64	2,066.68	5,500.00	3,433.32	37.58
AA.1680.200.000 Computers Equipment	0.00	0.00	10,000.00	10,000.00	0.00
AA.1680.400.000 Computers Contractual	2,009.08	2,733.62	8,000.00	5,266.38	34.17
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	6,043.91	6,500.00	456.09	92.98
AA.1990.400.000 Contingency	0.00	0.00	15,000.00	15,000.00	0.00
AA.3120.100.000 Constables Personnel Services	215.25	215.25	5,200.00	4,984.75	4.14
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	8,422.80	11,230.40	70,190.00	58,959.60	16.00
AA.5010.102.000 Supt. of Highways, Pers Svc, Deputy	0.00	0.00	1,592.00	1,592.00	0.00
AA.5010.103.000 Supt. of Highways, Pers Svc, Clerk	0.00	0.00	8,000.00	8,000.00	0.00
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	470.00	1,200.00	730.00	39.17
AA.5132.400.000 Garage Contractual	2,946.21	4,478.28	40,000.00	35,521.72	11.20
AA.5182.400.000 Street Lighting Contractual	277.45	545.35	7,000.00	6,454.65	7.79
AA.6410.400.000 Publicity - Newsletter Contractual	0.00	0.00	6,500.00	6,500.00	0.00
AA.6420.400.000 Promotion of Industry Contractual	600.00	600.00	2,000.00	1,400.00	30.00
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	52,500.00	52,500.00	0.00
AA.7510.100.000 Historian Personal Services	0.00	0.00	3,025.00	3,025.00	0.00
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	5,000.00	5,000.00	0.00
AA.9010.800.000 NYS Retirement	0.00	0.00	27,945.00	27,945.00	0.00
AA.9030.800.000 Social Security & Medicare	1,779.93	2,987.54	19,273.00	16,285.46	15.50
AA.9040.800.000 Worker's Compensation	0.00	1,426.00	7,602.00	6,176.00	18.76
AA.9055.800.000 Disability Insurance	0.00	60.48	150.00	89.52	40.32
AA.9060.800.000 Medical Insurance	3,080.74	7,188.39	39,020.00	31,831.61	18.42
AA.9720.600.000 Debt Principal Highway Garage	0.00	0.00	75,000.00	75,000.00	0.00
AA.9720.700.000 Interest on Debt Highway Garage	0.00	0.00	6,375.00	6,375.00	0.00
<b>Total Expenses</b>	<b>69,928.44</b>	<b>110,402.37</b>	<b>810,098.00</b>	<b>699,695.63</b>	<b>13.63</b>

**Statement of Activity - MTD and YTD by Fund w/ Variance**  
**Town of Bergen**  
**For 2/29/2024**

	M-T-D Actual	Y-T-D Actual	Annual Budget	Variance	Variance Percentage
Excess Revenue Over (Under) Expenditures	\$ 38,681.04	\$ (237,515.09)	\$ 0.00	\$ 1,161,876.17	\$ 0.00

**Statement of Activity - MTD and YTD by Fund w/ Variance**  
**Town of Bergen**  
**For 2/29/2024**

	M-T-D Actual	Y-T-D Actual	Annual Budget	Variance	Variance Percentage
<b>Revenues</b>					
BB.1120.000.000 County Sales Tax Distribution	0.00	123,403.27	236,241.00	(112,837.73)\$	52.24
BB.1170.000.000 Franchise Fees	5,462.31	5,462.31	24,500.00	(19,037.69)	22.30
BB.1560.000.000 Safety Inspection Fees	0.00	0.00	75.00	(75.00)	0.00
BB.2110.000.000 Zoning Fees	275.00	1,180.00	3,000.00	(1,820.00)	39.33
BB.2115.000.000 Planning Board Fees	0.00	300.00	400.00	(100.00)	75.00
BB.2401.000.000 Interest & Earnings	720.15	1,412.34	3,500.00	(2,087.66)	40.35
BB.5999.000.000 Unexpended Balance	0.00	0.00	50,002.00	(50,002.00)	0.00
<b>Total Revenues</b>	<b>6,457.46</b>	<b>131,757.92</b>	<b>317,718.00</b>	<b>(185,960.08)</b>	<b>41.47</b>
<b>Expenses</b>					
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	4,000.00	4,000.00	4,000.00	0.00	100.00
BB.7310.400.000 Youth Programs Contractual	4,500.00	4,500.00	4,500.00	0.00	100.00
BB.8010.100.000 Zoning Pers Svc	59.80	119.60	887.00	767.40	13.48
BB.8010.400.000 Zoning Contractual	12.34	12.34	1,240.00	1,227.66	1.00
BB.8020.100.000 Planning Personal Services	292.33	584.66	5,542.00	4,957.34	10.55
BB.8020.400.000 Planning Contractual	11.64	1,639.68	3,000.00	1,360.32	54.66
BB.8160.400.000 Refuse & Garbage Contractual	0.00	0.00	1,000.00	1,000.00	0.00
BB.8664.100.000 Code Enforcement Personnel Services	2,319.69	3,866.15	20,104.00	16,237.85	19.23
BB.8664.400.000 Code Enforcement Contractual	162.31	504.57	4,400.00	3,895.43	11.47
BB.9030.800.000 Social Security & Medicare	204.39	349.63	2,029.00	1,679.37	17.23
BB.9040.800.000 Workers Compensation	0.00	282.00	944.00	662.00	29.87
BB.9901.900.000 Interfund Transfers	0.00	0.00	256,072.00	256,072.00	0.00
<b>Total Expenses</b>	<b>11,562.50</b>	<b>15,858.63</b>	<b>317,718.00</b>	<b>301,859.37</b>	<b>4.99</b>
<b>Excess Revenue Over (Under) Expenditures</b>	<b>\$ 5,105.04</b>	<b>\$ (115,899.29)</b>	<b>\$ 0.00</b>	<b>\$ 487,819.45</b>	<b>0.00</b>

**Statement of Activity - MTD and YTD by Fund w/ Variance**  
**Town of Bergen**  
**For 2/29/2024**

	M-T-D Actual	Y-T-D Actual	Annual Budget	Variance	Variance Percentage
<b>Revenues</b>					
DA.1001.000.000 Property Taxes	\$ 0.00	\$ 292,620.00	\$ 292,620.00	\$ 0.00	100.00
DA.2300.000.000 Services to Other Gov't	76,361.04	108,530.67	130,000.00	(21,469.33)	83.49
DA.2401.000.000 Interest & Earnings	2,451.54	3,364.82	5,000.00	(1,635.18)	67.30
DA.3589.000.000 St. Aid, Other Transportation	0.00	0.00	40,000.00	(40,000.00)	0.00
DA.5999.000.000 Appropriated Fund Balance	0.00	0.00	46,874.00	(46,874.00)	0.00
<b>Total Revenues</b>	<b>78,812.58</b>	<b>404,515.49</b>	<b>514,494.00</b>	<b>(109,978.51)</b>	<b>78.62</b>
<b>Expenses</b>					
DA.5130.100.000 Machinery, Pers Serv	0.00	0.00	12,309.00	12,309.00	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	3,854.12	3,909.92	40,000.00	36,090.08	9.77
DA.5140.100.000 Brush & Weeds, Pers Serv	0.00	0.00	12,060.00	12,060.00	0.00
DA.5140.400.000 Brush & Weeds, Contr Expend	0.00	0.00	1,500.00	1,500.00	0.00
DA.5142.100.000 Snow & Ice, Pers Serv	24,196.22	42,110.73	128,102.00	85,991.27	32.87
DA.5142.400.000 Snow & Ice, Contr Expend	7,784.07	9,023.59	113,000.00	103,976.41	7.99
DA.9010.800.000 NYS Retirement, Empl Bnfts	0.00	0.00	20,965.00	20,965.00	0.00
DA.9030.800.000 Social Security & Medicare, Empl Bnfts	1,793.91	3,107.27	11,664.00	8,556.73	26.64
DA.9040.800.000 Workers Compensation, Empl Bnfts	0.00	2,820.00	4,274.00	1,454.00	65.98
DA.9055.800.000 Disability Insurance, Empl Bnfts	0.00	30.00	150.00	120.00	20.00
DA.9060.800.000 Hospital & Medical (Dental) Ins, Empl Bnfts	3,533.60	11,874.18	45,470.00	33,595.82	26.11
<b>Total Expenses</b>	<b>41,161.92</b>	<b>72,875.69</b>	<b>514,494.00</b>	<b>441,618.31</b>	<b>14.16</b>
<b>Excess Revenue Over (Under) Expenditures</b>	<b>\$ (37,650.66)</b>	<b>\$ (331,639.80)</b>	<b>\$ 0.00</b>	<b>\$ 551,596.82</b>	<b>0.00</b>

**Statement of Activity - MTD and YTD by Fund w/ Variance**  
**Town of Bergen**  
**For 2/29/2024**

	M-T-D Actual	Y-T-D Actual	Annual Budget	Variance	Variance Percentage
<b>Revenues</b>					
DB.2401.000.000 Interest & Earnings	287.68	\$ 931.27	\$ 2,000.00	\$(1,068.73)	46.56
DB.3501.000.000 Consolidated Highway Aid	0.00	0.00	75,000.00	(75,000.00)	0.00
DB.5031.000.000 Interfund Transfers	0.00	0.00	256,072.00	(256,072.00)	0.00
DB.5999.000.000 Unexpended Balance	0.00	0.00	50,006.00	(50,006.00)	0.00
<b>Total Revenues</b>	<b>287.68</b>	<b>931.27</b>	<b>383,078.00</b>	<b>(382,146.73)</b>	<b>0.24</b>
<b>Expenses</b>					
DB.5110.100.000 General Highway Repairs Personal Services	0.00	0.00	93,648.00	93,648.00	0.00
DB.5110.400.000 General Highway Repairs Contractual	0.00	128.00	93,500.00	93,372.00	0.14
DB.5112.200.000 Permanent Highway Improvements	0.00	0.00	75,000.00	75,000.00	0.00
DB.5142.400.000 Snow & Ice Control Contractual	30,340.95	30,340.95	0.00	(30,340.95)	0.00
DB.9010.800.000 NYS Retirement	0.00	0.00	12,869.00	12,869.00	0.00
DB.9030.800.000 Social Security & Medicare	0.00	0.00	7,164.00	7,164.00	0.00
DB.9040.800.000 Workers Compensation	0.00	1,112.00	1,112.00	0.00	100.00
DB.9055.800.000 Disability Insurance	0.00	21.15	120.00	98.85	17.63
DB.9060.800.000 Medical Insurance	2,165.76	7,277.73	27,870.00	20,592.27	26.11
DB.9785.600.000 Installment Purchase Debt, Principal	20,297.53	20,297.53	67,736.00	47,438.47	29.97
DB.9785.700.000 Installment Purchase Debt, Interest	1,556.53	1,556.53	4,059.00	2,502.47	38.35
<b>Total Expenses</b>	<b>54,360.77</b>	<b>60,733.89</b>	<b>383,078.00</b>	<b>322,344.11</b>	<b>15.85</b>
<b>Excess Revenue Over (Under) Expenditures</b>	<b>\$ 54,073.09</b>	<b>\$ 59,802.62</b>	<b>\$ 0.00</b>	<b>\$ 704,490.84</b>	<b>0.00</b>

**Statement of Activity - MTD and YTD by Fund w/ Variance**  
**Town of Bergen**  
 For 2/29/2024

	M-T-D Actual	Y-T-D Actual	Annual Budget	Variance	Variance Percentage
Revenues					
HH,2401,000,004 Interest & Earnings, Water Capital #4	\$ 1,261.99	\$ 2,564.46	\$ 0.00	\$ 2,564.46	0.00
Total Revenues	1,261.99	2,564.46	0.00	2,564.46	0.00
Expenses					
Excess Revenue Over (Under) Expenditures	\$ (1,261.99)	\$ (2,564.46)	\$ 0.00	\$ (2,564.46)	0.00

**Statement of Activity - MTD and YTD by Fund w/ Variance**  
**Town of Bergen**  
**For 2/29/2024**

	M-T-D Actual	Y-T-D Actual	Annual Budget	Variance	Variance Percentage
<b>Revenues</b>					
SM.1001.000.000 Real Property Taxes	\$ 0.00	\$ 205,722.00	\$ 205,722.00	\$ 0.00	100.00
SM.2401.000.000 Interest & Earnings	1,064.53	1,075.74	1,500.00	(424.26)	71.72
SM.5999.000.000 Unexpended Balance	0.00	0.00	2,000.00	(2,000.00)	0.00
<b>Total Revenues</b>	1,064.53	206,797.74	209,222.00	(2,424.26)	98.84
<b>Expenses</b>					
SM.3410.400.000 Fire Contract Contractual	104,262.44	104,262.44	209,222.00	104,959.56	49.83
<b>Total Expenses</b>	104,262.44	104,262.44	209,222.00	104,959.56	49.83
<b>Excess Revenue Over (Under) Expenditures</b>	<u>\$ 103,197.91</u>	<u>\$ (102,535.30)</u>	<u>\$ 0.00</u>	<u>\$ 107,383.82</u>	<u>0.00</u>

**Statement of Activity - MTD and YTD by Fund w/ Variance**  
**Town of Bergen**  
**For 2/29/2024**

	M-T-D Actual	Y-T-D Actual	Annual Budget	Variance	Variance Percentage
<b>Revenues</b>					
SW:1001.000.003 Real Property Taxes - Peachey Rd District 3	\$ 43,863.00	\$ 43,863.00	\$ 43,863.00	\$ 0.00	100.00
SW:2401.000.003 Interest & Earnings	69.92	132.18	1,500.00	(1,367.82)	8.81
SW:5031.000.003 Interfund Transferr - Peachey Road	0.00	0.00	5,000.00	(5,000.00)	0.00
SW:5999.000.003 Unexpended Balance - District 3	0.00	0.00	1,000.00	(1,000.00)	0.00
<b>Total Revenues</b>	<b>43,932.92</b>	<b>43,995.18</b>	<b>51,363.00</b>	<b>(7,367.82)</b>	<b>85.66</b>
<b>Expenses</b>					
SW:9720.600.003 Debt Principal, Install Bonds - Peachey Rd District 3	0.00	0.00	20,000.00	20,000.00	0.00
SW:9720.700.003 Debt Interest, Install Bonds - Peachey Rd District 3	0.00	0.00	29,363.00	29,363.00	0.00
SW:9950.900.003 Interfund Transfer	0.00	0.00	2,000.00	2,000.00	0.00
<b>Total Expenses</b>	<b>0.00</b>	<b>0.00</b>	<b>51,363.00</b>	<b>51,363.00</b>	<b>0.00</b>
<b>Excess Revenue Over (Under) Expenditures</b>	<b>\$ (43,932.92)</b>	<b>\$ (43,995.18)</b>	<b>\$ 0.00</b>	<b>\$ 58,730.82</b>	<b>0.00</b>



**Statement of Activity - MTD and YTD by Fund w/ Variance**  
**Town of Bergen**  
**For 2/29/2024**

	M-T-D Actual	Y-T-D Actual	Annual Budget	Variance	Variance Percentage
<b>Revenues</b>					
SW,1001.000.004 Property Taxes	\$ 252,060.00	\$ 252,060.00	\$(252,060.00)	\$ 504,120.00	100.00
SW,2140.001.004 Out of District User	1,180.60	2,951.50	(2,900.00)	5,851.50	101.78
SW,2401.000.004 Interest & Earnings	1,105.85	2,173.71	(8,000.00)	10,173.71	27.17
<b>Total Revenues</b>	<b>254,346.45</b>	<b>257,185.21</b>	<b>(262,960.00)</b>	<b>520,145.21</b>	<b>97.80</b>
<b>Expenses</b>					
SW,9710.600.004 Bond Principal (\$5,615,000), Water #4	0.00	0.00	110,000.00	110,000.00	0.00
SW,9710.601.004 Bond Principal (\$935,000), Water #4	0.00	0.00	15,000.00	15,000.00	0.00
SW,9710.700.004 Bond Interest (\$5,615,000), Water #4	0.00	0.00	116,770.00	116,770.00	0.00
SW,9710.701.004 Bond Interest (\$935,000), Water #4	0.00	0.00	12,650.00	12,650.00	0.00
SW,9950.900.004 Interfund Transfer	0.00	0.00	8,540.00	8,540.00	0.00
<b>Total Expenses</b>	<b>0.00</b>	<b>0.00</b>	<b>262,960.00</b>	<b>262,960.00</b>	<b>0.00</b>
<b>Excess Revenue Over (Under) Expenditures</b>	<b>\$ (254,346.45)</b>	<b>\$ (257,185.21)</b>	<b>\$ 525,920.00</b>	<b>\$ (257,185.21)</b>	<b>(48.90)</b>

Account#	Account Description	Fee Description	Qty	Local Share
A1255	Clerk Fees	Certified Copies	7	71.00
			<b>Sub-Total:</b>	<b>\$71.00</b>
A2544	Dog Licensing	Female, Spayed	5	25.00
		Male, Neutered	3	15.00
			<b>Sub-Total:</b>	<b>\$40.00</b>
B2110	Building & Zoning	Building Permit	3	400.00
			<b>Sub-Total:</b>	<b>\$400.00</b>
<b>Total Local Shares Remitted:</b>				<b>\$511.00</b>
Amount paid to: NYS Ag. & Markets for spay/neuter program				8.00
<b>Total State, County &amp; Local Revenues:</b>			<b>\$519.00</b>	<b>Total Non-Local Revenues:</b> <b>\$8.00</b>

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.

\_\_\_\_\_  
Supervisor

Date

*Jessica Robinson*  
\_\_\_\_\_  
Town Clerk

Town Clerk

*3-1-2024*  
\_\_\_\_\_  
Date

Date

# Permit Monthly Report

02/01/2024 - 02/29/2024

Permit #	Issue Date	Owner	Permit Type	Property Location	Valuation	Amount
<b>February 2024</b>						
BP-0000-2024	02/01/2024	R.J. PROPERTIES, LLC	Comm-Renovation	7000 Apple Tree Ave SBL#: 13-1-57.1	\$50,000.00	\$150.00
BP-0001-2024	02/01/2024	dennis kupka	Res-Solar Panels	7340 Warboys Rd SBL#: 11-1-1.113	\$37,700.00	\$50.00
<b>February 2024 Total:</b>					<b>\$87,700.00</b>	<b>\$200.00</b>
<b>Reporting Period Total:</b>					<b>\$87,700.00</b>	<b>\$200.00</b>

**GEN BERGEN FIRE**

Report Date Range from: 1/1/2024 to 1/31/2024

*Report includes Emergent First On Scene Responses.*

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

15:00 - 15:59	2	2	33.33%	33.33%
17:00 - 17:59	1	3	16.67%	50.00%
19:00 - 19:59	1	4	16.67%	66.67%
20:00 - 20:59	1	5	16.67%	83.33%
21:00 - 21:59	1	6	16.67%	100.00%
<b>Total Calls:</b>	<b>6</b>	<b>6</b>	<b>100%</b>	

**Response Zone: GEN BERG 22**

24:00 - 24:59	1	1	100.00%	100.00%
<b>Total Calls:</b>	<b>1</b>	<b>1</b>	<b>100%</b>	

**Call Source Total Calls: 7**



Alex Camarda  
Sr. Director, Government Affairs

February 23, 2024

RE: Charter Communications Notification

Dear Municipal Official:

Spectrum Northeast, LLC ("Spectrum"), is noticing its customers that on or around March 25, 2024, AXS TV will be rebranded to Anthem on your local channel lineups.

If you have any questions about this change, please feel free to contact me at 212-379-5123 or via email at [Alex.Camarda@charter.com](mailto:Alex.Camarda@charter.com).

Sincerely,

A handwritten signature in black ink, appearing to read "A. Camarda".

Alex Camarda  
Sr. Director, Government Affairs  
Charter Communications

**From:** Andalora, Catherine A <Catherine.Andalora@charter.com>  
**Sent:** Tuesday, February 27, 2024 1:15 PM  
**To:** Undisclosed recipients:  
**Subject:** 2024.02.27 Charter Program Notice (TBN Enlace & TV Japan Discontinuing)ac  
**Attachments:** 2024.02.27 Charter Program Notice (TBN Enlace and TV Japan Discontinuing)ac.pdf



February 27, 2024

Re: Charter Communications Notification

Dear Municipal Official:

Spectrum Northeast, LLC ("Spectrum") is making its customers aware that TBN Enlace has notified us that it will discontinue programming on or around March 18, 2024. Accordingly, Spectrum will cease carriage of TBN Enlace on channel 946 on the channel lineup serving your community. On March 18, 2024, Spectrum will display a slate message that programming is no longer available.

Spectrum Northeast, LLC ("Spectrum") is also making its customers aware that TV Japan has notified us that it will discontinue programming on or around March 31, 2024. Accordingly, Spectrum will cease carriage of TV Japan on channels 1500 and 2587 on the channel lineup serving your community.

If you have any questions about this change, please feel free to contact me at 212-379-5123 or via email at [Alex.Camarda@charter.com](mailto:Alex.Camarda@charter.com).

Sincerely,

A handwritten signature in black ink, appearing to read "A. Camarda".

Alex Camarda  
Director, State Government Affairs  
Charter Communications

The contents of this e-mail message and any attachments are intended solely for the addressee(s) and may contain confidential and/or legally privileged information. If you are not the intended recipient of this message or if this message has been addressed to you in error, please immediately alert the sender by reply e-mail and then delete this message and any attachments. If you are not the intended recipient, you are notified that any use, dissemination, distribution, copying, or storage of this message or any attachment is strictly prohibited. The contents of this e-mail message and any attachments are intended solely for the addressee(s) and may contain confidential and/or legally privileged information. If you are not the intended recipient of this message or if this message has been addressed to you

RESOLUTION #

APPROVAL OF ACQUISITION OF AN EASEMENT BY THE MONROE COUNTY WATER AUTHORITY PURSUANT TO §1096(6-a) OF NEW YORK'S PUBLIC AUTHORITIES LAW

**WHEREAS**, The Monroe County Water Authority ("Authority") intends to provide public water service to 8240 Buffalo Road and 0 South Lake Road located in the Town of Bergen; and

**WHEREAS**, the acquisition of the easement is necessary for operation, maintenance and the future replacement of the water main which will allow the Authority to continue to reliably provide potable water supply to the area; and

**WHEREAS**, the easement is located along the frontage of 8240 Buffalo Road (Part of Tax Acct. No. 13.-1-40.1), which is owned by Imagination Industries, LLC; and 0 South Lake Road (Tax Acct. No. 13.0-1-19.11), which is owned by Frederick L. Ely and Eunice W. Ely;

**WHEREAS**, §1096(6-a) of New York's Public Authorities Law requires the Authority to obtain the prior approval of the Town Board for the above-referenced acquisition; now therefore be it

**RESOLVED**, that the Town hereby approves of the Authority's acquisition of the frontage easement located at 8240 Buffalo Road and 0 South Lake Road in accordance with §1096(6-a) of the New York Public Authorities Law and be it further

**RESOLVED** that a copy of this resolution be provided to the Authority.

## **TECHNOLOGY DISASTER RECOVERY POLICY**

*Adopted by the Town of Board of Bergen on: \_\_\_\_\_*

**Town of Bergen  
10 Hunter St.  
Bergen, NY 14416**

In 2009, the Town of Bergen began using service technician Bill Downie of V2D, LLC for its computer and network services. Mr. Downie was recommended by other towns in Genesee County who also utilized his services. V2D, LLC does continue assessment and repair of the Town's computer systems as needed.

**In case of an emergency/disaster, contact Bill Downie or office staff:**

V2D LLC  
PO Box 624  
Salamanca, NY 14779-0624  
**(585) 815-4480**  
[bdownie@v2dllc.com](mailto:bdownie@v2dllc.com)

**The Town's Accounting/Budgeting is contracted with:**

Tina DeNigro SHRM-CP  
Chief Executive Officer  
[tdenigro@localgovsupport.com](mailto:tdenigro@localgovsupport.com)  
**585.215.1332**  
Local Government Support Services LLC  
PO Box 2581, Liverpool, NY 13089

### **Town Hall Computer Hardware**

All Town PCs, servers, and main networking gear (Time Warner modem, router, access point, switch(es)) have battery back-ups.

**Town Clerk's Office:**

Server, Tower, Monitor, Keyboard, Laser Printer, Inkjet Printer, Mouse, Laptop  
Computer, MFP copier, IDTECH Credit Card Reader, Fax

**Supervisor Office:**



Tower, Monitor, Keyboard, Laser Printer, Mouse, Switch, Laptop Computer (secretary)

**Historian Office:**

Modem- ARRIS Model TM1602A SERIAL# 8282D3539120440  
 PC- Dell Optiplex 755 Model# H280P-01  
 LAPTOP- Dell Model# PP05S SERIAL# 11053917325  
 PRINTER- HP PSC 2410 PHOTOSMART ALL-IN ONE SERIAL# MY39HD25FS  
 MONITOR- HP S2031 SERIAL# 3CQ117N1FT  
 SCANNER- EPSON PERFECTION V550 PHOTO-MODEL# J252B SERIAL# T3NW027093  
 KEYBOARD- DELL MODEL# SK-8115C

**Assessor / Codes Office:**

Assessor Laptop, Printer, Codes Laptop, Server, Router / AP

**Courtroom / Court Office:**

24 Port 10/100/1000 switch and UPS in office ceiling.

<b>BERGEN TOWN COURT STATE FURNISHED EQUIPMENT PROPERTY OF UNIFIED COURT SYSTEM</b>				
<b>NAME</b>	<b>EQUIPMENT</b>	<b>SERVICE TAG</b>	<b>ASSET#</b>	<b>COMMENTS</b>
VINCE	COMPUTER	H36KY23	DL00111629	HAS STATE TAG
VINCE	MONITOR	CNOXYF7K7287204Q080S	T0002226	HAS STATE TAG
CINDY	COMPUTER	HV8WHQ2	DL00090863	HAS STATE TAG
CINDY	MONITOR	CNOXYF7K7287204Q09MS	T0002228	HAS STATE TAG
ROB	COMPUTER	G76Ky23	DL00111251	HAS STATE TAG
ROB	MONITOR	CNOPM3727287282G2OML	T0004349	HAS STATE TAG
FRONT DESK	COMPUTER	HV7XHQ2	DL00090902	HAS STATE TAG
FRONT DESK	MONITOR	CNOXYF7K7287204Q07KS	T0002227	HAS STATE TAG
	COMPUTER	SN: 9D0L9N2	DL00090834	HAS STATE TAG
SANDY	MONITOR	SN 4njJj03	DL00116544	HAS STATE TAG
<b>PRINTERS</b>				
<b>NAME</b>	<b>EQUIPMENT</b>	<b>SN#</b>	<b>ASSET #</b>	<b>COMMENTS</b>
CINDY	HP PRINTER	CNJ1R97345	DT0053125	HAS STATE TAG
SANDY	HP PRINTER	PHBLDF7VG	DT0053425	HAS STATE TAG

Scanners				
NAME	EQUIPMENT	SN#	ASSET #	COMMENTS
CINDY	Scanner	X2HJ009329	DT0042216	HAS STATE TAG
SANDY	Scanner	X2HJ016862	DT0042217	HAS STATE TAG
FRONT DESK	Scanner	X2HJ016869	DT0042218	HAS STATE TAG
VINCE	Scanner	X2HJ040799	DT0047489	HAS STATE TAG
Laptops				
NAME	EQUIPMENT	SERVICE TAG	ASSET #	COMMENTS
Bench	Laptop 5480	D72MON2	DT0052500	HAS STATE TAG
Courtroom	Laptop 5490	CYM8NF2	DL00095002	HAS STATE TAG
VAP Court	Laptop 5400	6P7RN13	DL00114262	HAS STATE TAG

### Highway/Water Superintendent Office at Highway Garage:

Highway Desktop, WX Laptop, Server, Router / AP, Mouse, Fax/Printer, Mouse  
 Fire alarms, sprinkler system and motion detectors on the interior.  
 Video surveillance 48 hours. No long-term storage.

### Data Room / Data Closet @ Town Hall:

Time Warner Cable Modem; Main Router/Security Appliance, 24 Port 10/100/1000 switch, Wi-Fi AP

### Software Applications and Data

All computers contain the basic Microsoft programs (i.e. Word, Excel, etc.).  
 Additional software programs include:

The Justice Court uses The Courtroom Program (previously S.E.I.) a web-archived software program to document all court operations.

The Town Clerk's Office uses Business Automation Service, Inc. (BAS) software for issuing and keeping track of Town Clerk items, such as dog licensing, marriage licenses, daily sales, monthly reports, etc.

The Court can accept credit card payments in house with a card-reader over the Internet.

The Town Clerk's Office can accept credit card payments in house with a card-reader over the Internet.

The Town Hall, Court, Assessors/Code Enforcement Office, and the Highway Garage all have fire alarm systems that are monitored 24 hours /day, 7 days per week.

Maintenance and Safety agreements for BAS for the Clerk's office are reviewed and updated as needed. The New York State Court Administration controls the maintenance and Safety for the Town Court.

### **Networking and Data Back-Up**

The servers host the computer applications for all Town Hall offices. All data is stored on the server and backed-up weekly on to external media that is stored in the Town Clerk vault except for Court data. The Court has its own back up.

At the January 2010 meeting of the Bergen Town Board, a Confidentiality/Privacy Policy was adopted. An agreement to comply with the Confidentiality/Privacy Standard has been signed with Bill Downie of V2D, LLC.

System and operating specs are provided by V2D after each complete update of the server and saved in the Town Clerk vault.

### **Storage of Data**

The Town of Bergen main servers are backed up weekly with multiple external drives that are rotated/changed each week and saved in the vault located in the Town Clerks office. Twice Monthly the Clerk replaces the most recent external drive in a fire proof box in the Clerk Vault with the previously stored drive and it is put back in rotation.

Included in off-site storage is a PDF digital copy of System and Operating Specs, Town's current insurance policy and this Emergency/Disaster Response Plan

Monthly monitoring of backups is done on servers and computers in the Town Clerk's Office, Highway Garage and Codes / Assessor office. Preventative maintenance and repairs done by Bill Downie of V2D, LLC.

### **Software Providers**

Business Automation Service, Inc. (BAS)  
661 Plank Road – Suite 207  
Clifton Park, NY 12065  
**P (518) 371-6869**

The Courtroom Program  
NYS Unified Court System  
187 Wolf Road, Suite 103  
Albany, NY 12205  
**P 1-800-622-2522**  
[www.nycourts.us](http://www.nycourts.us)

### **Security and Safety Systems**

Security in the Town Hall and Highway Garage  
Humphrey Electric  
7700 Hewes Road  
Bergen, NY 14416  
Phone: (585) 494-2400  
[dave@hessystems.net](mailto:dave@hessystems.net)