**June 11,2024 BERGEN TOWN BOARD REGULAR MEETING**

Draft

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:**  **ALSO PRESENT:**

Supervisor Ernie Haywood Teresa Robinson, Town Clerk

Councilperson Belinda Grant Joel Pocock, Highway Superintendent

Councilperson James Starowitz

Councilperson Karen Ely

Councilperson Mark Swanson

**ABSENT:**

**OTHER ATTENDENCE:**  None

**PRAYER:**

**PLEDGE TO THE FLAG:**

**PRIVILEGE OF THE FLOOR:**

**APPROVAL OF MINUTES FOR:** Board Meeting 05/14/2024; *Councilperson Swanson made a motion to approve the Town Board Minutes of May 14/2024; seconded by Councilperson Grant*

Ayes: Haywood, Grant, Ely, Swanson, Starowitz

Nays: None

Abstained: None

APPROVED by: Unanimous vote (5-0)

**COMMUNICATIONS:**

1. Supervisors Report for May 2024, if available
2. Summary spreadsheets for May 2024, if available
3. Town Clerks report for May 2024
4. ZEO/CEO Report for May 2024
5. Mercy EMS report for April 2024
6. Charter Communications dates 5/28/2024
7. NYSERDA Clean Energy Scorecard – list of activities for Town of Bergen
8. Resolution Establishing Energy Benchmarking Requirements for Certain Municipal Buildings – and Policy Procedures
9. Budget Calendar for 2025

**BOARD MEMBERS’ ITEMS FOR THE AGENDA:** Councilperson Ely made the request to review the HVAC bids at the next meeting.

**REPORTS:**

SUPERVISOR: Attended the GAM meeting on clean energy; Supervisor Haywood, Councilperson Grant, Code Enforcement Officer and Town Clerk met with Rob from NYSERDA to learn about a new grant program and what we need to do qualify. Supervisor will be attending a planning/zoning class to receive a $5,000 grant to use the grant money to use for a study on other ways the town can save money with electric, heat pumps, solar panels on town buildings. Need to start keeping track of town energy bills.

Meeting on June 19 to discuss EV charging stations at Robbins Brooke Park.

Waiting to hear back from the Comptroller’s office on the audit.

Working on getting information together for MMB 2023 audit.

Will be meeting with a solar company – preliminary meeting June 19

Cyber security – Bill our IT person will continue working on “patching” computers at the assessor, planning office, highway, and town office.

TOWN CLERK: Website – Received an estimate for our current website Co. to re-do the Town website. It would mimic the Village of Churchville’s. They would be willing to send a photographer out to take photos or we can do that ourselves. The site would have all forms printable, fee schedule, calendar of events, will be set up to take payments for building permits, dog licenses etc.

We need to take a look at any forms we currently have – make sure they are up to date. Possibly take a look at fees as well. I am meeting with ZEO/CEO, Gary Fink, Kim Donley at the end of the month to discuss the new forms.

Day of Caring – went really well. The group of people we had would like to come back. Possibly next year we can do something at Drew’s Nature Center.

Bills for the library – Cleaning services, matts, W.C., Disability.

 Eliminate the comment section to the Town Facebook page – advised by the Association of Towns to do so.

BOARD MEMBERS: Nothing to report

HIGHWAY: Intern working on sign inventory and road surveys.

All CHIPS jobs have been completed. Parking lot at the Town hall has been completed. Still need to have the parking spaces striped.

Waiting for all of the bids to be in for fencing at Robbins Brooks Park.

Surplus for the aluminum gate.

COMMITTEES:

 Buildings, Grounds, and Facilities (Cemeteries): Councilperson Swanson will work on setting up a meeting with the building committee.

 Update on Planning for Utilization of Buildings – Sub group/summer help

 Discussion of NYSERDA Clean Energy Communications and Grant Funding

Parks: Bathroom Update – Waiting on National Grid with the electric before further plans can be made.

Local History & Museum: Councilperson Ely and Town Historian will meet in the next couple of weeks.

 Policy & Personnel:

**OLD BUSINESS:**  Update on gate for Evans Rd – Letters will be sent to landowners to remove the gate within 30 days.

**NEW BUSINESS:**

Resolution Declaring the automatic gate from the transfer station as surplus and authorizing Highway Superintendent to solicit bids.

 *Motion was made by Councilperson Grant; Seconded by Councilperson Starowitz*

Ayes: Haywood, Grant, Starowitz, Swanson, Ely

Nays: None

Abstained: Ely

APPROVED by: vote (5-0)

Resolution Establishing Energy Benchmarking Requirements for Certain Municipal Buildings and Policy and Procedures

 *Motion was made by Councilperson Grant; Seconded by Councilperson Starowitz*

Ayes: Haywood, Grant, Starowitz, Swanson, Ely

Nays: None

Abstained: Ely

APPROVED by: vote (5-0)

Action to file the Town Clerk’s Report for May, 2024: Councilperson Swanson; made a motion to file the Town Clerk’s report for May 2024; 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 May, 2024: Councilperson Grant; made a motion to file the Supervisor’s Report for May 2024; seconded by Councilperson Ely

Ayes: Haywood, Grant, Starowitz, Ely, Swanson

Nays: None

APPROVED by: Unanimous vote (5-0)

Approval to pay the bills and authorizing the board to pay the bills and authorizing the bookkeeper to transfer of funds necessary to the checking account to pay the bills:Councilperson Grant made a motion to pay the bills; seconded by Councilperson Swanson

Ayes: Haywood, Grant, Starowitz, Ely, Swanson

Nays: None

APPROVED by: Unanimous vote (5-0)

**MEETING AND OTHER UPCOMING DATES** – Town Board Meeting: Regular meeting of the board 07/9/2024 6:45 audit of the bills, regular meeting at 7:00 pm.

**ADJOURNMENT** Was at 8:30 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