

**Town Board Meeting**  
**Town of Bergen**  
**August 13<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.**

**II. Privilege of the Floor:**

**III. Approval of meeting Minutes for:** - Board Meeting July 9<sup>th</sup>, 2024

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

1. Supervisor Report for July 2024
2. Summary Spreadsheets for July 2024
3. Town Clerks Report for July 2024
4. ZEO/CEO Report- for July 2024
5. Mercy EMS report for June 2024
6. Proposed Town of Bergen Schedule of Fees- Planning and Zoning- classifications
7. New Position Duties Statement- Part- Time Budget Officer
8. Resolution to admit Out of District User WIBA #1- 1503 Reed Road, Sweden NY.
9. Corrective Action Plan to NYS Comptroller's office for Audit
10. Resolution for Standard Workday and Reporting.
11. Budget Transfers

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

**VI. Reports:**

**Supervisor**

**Clerk**

Website

**Board Members**

**Highway**

Electric and Water at Park

**Committees**

- Building, Grounds, and Facilities (cemeteries) - Update on Planning for Utilization of Buildings
- Parks - Update on Electric – EV station and Bathrooms Update- from Sub-Committee
- Local History & Museum
- Policy and Personnel:

**VII. Old Business:**

- Uniforms for full-time highway employees

**VIII. New Business:**

- Resolution to create the position of Part- Time Budget Officer position \$30.00 per hour.
- Resolution to approve changes/clarification to Town of Bergen Schedule of Fees-Planning and Zoning
- Resolution to admit Out of District User WIBA#1- 1503 Reed Road. Sweden NY.
- Acceptance of Bid from Byron- Bergen Central Bid for the surplus Aluminum Roll Gate in the amount of \$1000.00
- Acceptance of Donation from Byron-Bergen Central School of a 2006 John Deere Gator that the school has valued at \$650.00.
- Acceptance of resignation of Leisa Strabel as Secretary to the Supervisor effective 8/23/2024
- Action to file the Town Clerks report for July 2024
- Action to file Supervisors Report for July 2024
- Approval of Budget Modifications/Corrections
- Approval of Budget Modification and Transfer Resolution.
- Approval to pay bills and authorizing the bookkeeper to transfer of funds necessary to the checking account to pay the bills.

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 at 7:00 pm.

**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

**ABSENT:**

**OTHER ATTENDANCE:** None

**PRAYER:****PLEDGE TO THE FLAG:****PRIVILEGE OF THE FLOOR:**

**APPROVAL OF MINUTES FOR:** Board Meeting 06/11/2024; *Councilperson Ely made a motion to approve the Town Board Minutes of June 11, 2024; seconded by Councilperson Swanson, with the following corrections: Councilperson Ely did not abstain from the Resolution Declaring the automatic gate from the transfer station as surplus and authorizing Highway Superintendent to solicit bids. Councilperson Ely did not abstain from the vote; Resolution establishing energy benchmarking requirements for certain municipal buildings and policies and procedures.*

Ayes: Haywood, Grant, Ely, Swanson, Starowitz

Nays: None

Abstained: None

APPROVED by: Unanimous vote (5-0)

**COMMUNICATIONS:**

1. Supervisors Report for June 2024, if available
2. Summary spreadsheets for June 2024, if available
3. Town Clerks report for June 2024
4. ZEO/CEO Report for June 2024
5. Mercy EMS report for May 2024
6. Charter Communications dates 6/14/2024 and 6/21/2024
7. D.O.T Notification of Route 19 Bridge Replacement
8. Budget Modification and Transfers
9. Accounting Adjustments/Corrections
10. Town of Batavia and Bergen Corrected Assessment Service Agreement for July 1, 2024 – June 30, 2025.

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

## **COMMITTEES:**

Buildings, Grounds, and Facilities (Cemeteries): Councilperson Swanson spoke to the Board of Directors at the Bergen Fire Dept. regarding the space at the Town Hall and toured all of the Town Buildings.

Councilperson Grant spoke to BBKA about them possibly donating player benches or T-ball back stop at Robbins Brook Park. She will follow up with them.

Local History & Museum: Nothing to report

Policy & Personnel: Nothing to report

## **OLD BUSINESS:**

2025 Budget Development Timeline – Changing of Board Budget Workshops from Saturday 9/7/2024 to Saturday 9/14/2024.

Councilperson Grant made a motion to change the date of the Board Budget Workshop to 9/14/2024 at 9:00 am; seconded by Councilperson Swanson.

Ayes: Supervisor Haywood, Councilpersons Grant, Ely, Swanson, Starowitz

Nays: None

Abstained:

APPROVED by: vote (5-0)

## **NEW BUSINESS:**

Approval of Towns of Batavia and Bergen corrected Assessment Services Agreement; *Motion was made by Councilperson Grant; Seconded by Councilperson Swanson*

Ayes: Haywood, Grant, Starowitz, Swanson, Ely

Nays: None

Abstained:

APPROVED by: vote (5-0)

Action to file the Town Clerk's Report for June, 2024: Councilperson Ely; made a motion to file the Town Clerk's report for May 2024; seconded by Councilperson Starowitz

Ayes: Haywood, Grant, Starowitz, Ely, Swanson

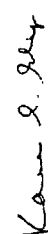
Nays: None APPROVED by: Unanimous vote (5-0)

**Town of BERGEN**  
**Accounting Adjustments/Corrections**

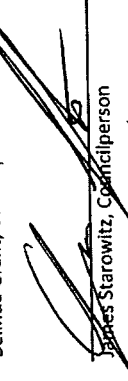
| <u>Activity Date</u> | <u>Account No.</u> | <u>Account Description</u>          | <u>Amount</u> | <u>Description</u>                                                                          |
|----------------------|--------------------|-------------------------------------|---------------|---------------------------------------------------------------------------------------------|
| 03/12/2024           | DA.0201.000.000    | Cash in Savings                     | 162.40        | To reclass Ice Melt for Town Hall to proper account per email dated 6.20.24                 |
| 03/12/2024           | DA.5142.400.000    | Snow & Ice, Contrr Expend           | (162.40)      | To reclass Ice Melt for Town Hall to proper account per email dated 6.20.24                 |
| 07/09/2024           | AA.0201.000.000    | Cash in Savings                     | (162.40)      | To reclass Ice Melt for Town Hall to proper account per email dated 6.20.24                 |
| 07/09/2024           | AA.1620.400.000    | Building Operations Contractual     | 162.40        | To reclass Ice Melt for Town Hall to proper account per email dated 6.20.24                 |
| 05/14/2024           | AA.6420.400.000    | Promotion of Industry Contractual   | (2,439.85)    | To reclass R.J. Properties (Liberty Pumps) PILOTS to proper account per email dated 6.20.24 |
| 07/09/2024           | AA.1081.000.000    | Other Payments in Lieu of Taxes     | 2,439.85      | To reclass R.J. Properties (Liberty Pumps) PILOTS to proper account per email dated 6.20.24 |
| 06/11/2024           | AA.1620.400.000    | Building Operations Contractual     | (14,658.91)   | To reclass Town Hall Parking Lot to proper account per email dated 6.20.24                  |
| 07/09/2024           | AA.1620.200.000    | Buildings Equip & Cap Outlay        | 14,658.91     | To reclass Town Hall Parking Lot to proper account per email dated 6.20.24                  |
| 06/11/2024           | DB.5110.400.000    | General Highway Repairs Contractual | (56,386.61)   | To Reclass CHIPS expenses per email dated 6.20.24                                           |
| 07/09/2024           | DB.5112.200.000    | Permanent Highway Improvements      | 56,386.61     | To Reclass CHIPS expenses per email dated 6.20.24                                           |

Approved by:

  
Ernest Haywood, Supervisor Date: 7.5.2024

  
Karen Ely, Councilperson Date: 7.9.2024

  
Belinda Grant, Councilperson Date: 7/9/24

  
James Starowitz, Councilperson Date: 7/9/24

  
Mark Swanson, Councilperson Date: 7/11/2024

**MEETING AND OTHER UPCOMING DATES** – Town Board Meeting: Regular meeting of the board 08/13/2024 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)

**EXECUTIVE SESSION**: Councilperson Grant made a motion to go into executive session regarding contract negotiations at 8:30 pm; seconded by Councilperson Starowitz.

Ayes: Haywood, Grant, Starowitz, Ely, Swanson

Nays: None

APPROVED by: Unanimous Vote (5-0)

Councilperson Grant made a motion to adjourn the Executive Session at 8:38; 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**  
**JULY 2024**  
**EXECUTIVE SUMMARY**

**BALANCE SHEET**

- Bank accounts were reconciled as of 7/31/24.
- The Town has \$2,409,307.46 in the bank.

**REVENUES AND EXPENSES**

• **REVENUES**

- Total receipts for the month were: \$136,606.12
- Major receipts were:
  - Town Clerk Report (June) - \$649.00
  - Justice Fees (June) – \$11,136.00
  - Sales Tax - \$116,204.23
  - Interest - \$7,960.23
  - Other Revenue: \$656.66

• **EXPENSES**

Expenditures through July on average should equal 58.33% of the annual budget.

General Fund Townwide (A):

- Year to date expenses are \$367,511.03 compared to the annual budget of \$810,098.00 or 45.37% of the budget.

General Fund Outside Village (B):

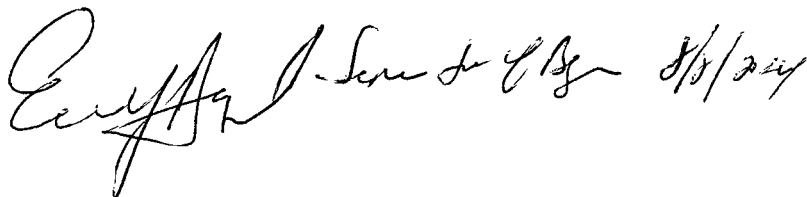
- Year to date expenses are \$292,073.99 compared to the annual budget of \$317,718.00 or 91.93% of the budget.
  - Paid Interfund Transfer to DB Fund

Highway Townwide (DA):

- Year to date expenses are \$250,478.11 compared to the annual budget of \$514,494.00 or 48.68% of the budget.

Highway Outside Village (DB):

- Year to date expenses are \$225,897.45 compared to the annual budget of \$383,078.00 or 58.97% of the budget.

 Eric J. Sarno - Town Clerk 8/5/24

**LOWRIE DELETED**

**JULY 2024**

| FUND Account |         | 6/30/2024                                                                                                                                                 |              | 7/31/2024  |            | #9970<br>Joint<br>Checking | #4277<br>Joint<br>Savings | #1040-0001<br>NYCLASS<br>Savings | #1040-0002<br>NYCLASS<br>WIBA | #1040-0003<br>NYCLASS<br>ARPA | #9988<br>Trust &<br>Agency |
|--------------|---------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|------------|------------|----------------------------|---------------------------|----------------------------------|-------------------------------|-------------------------------|----------------------------|
|              |         | BALANCES                                                                                                                                                  | Increases    | Decreases  | BALANCES   |                            |                           |                                  |                               |                               |                            |
| A            | 200.000 | General TW Checking                                                                                                                                       | 7,011.25     | 38,958.73  | 29,769.14  | 16,200.84                  |                           |                                  |                               |                               |                            |
| A            | 201.000 | General TW Savings                                                                                                                                        | 183,502.86   | 129,078.15 | 63,746.18  | 248,834.83                 | 248,834.83                |                                  |                               |                               |                            |
| A            | 230.000 | NYS Class Savings                                                                                                                                         | 386,575.57   | 822.45     |            | 387,398.02                 |                           | 187,633.10                       | 199,764.92                    |                               |                            |
| A            | 230.001 | NYS Class ARPA                                                                                                                                            | 207,853.73   | 915.08     |            | 208,768.81                 |                           |                                  |                               | 208,768.81                    |                            |
| B            | 200.000 | General OV Checking                                                                                                                                       | 239,080.86   |            | 88,665.90  | 150,414.96                 |                           |                                  |                               |                               |                            |
| B            | 201.000 | General OV Savings                                                                                                                                        | 256,992.06   | 265.00     | 173,383.93 | 83,873.13                  | 83,873.13                 |                                  |                               |                               |                            |
| B            | 230.000 | NYS Class Savings                                                                                                                                         | 144,021.27   | 634.06     |            | 144,655.33                 |                           | 144,655.33                       |                               |                               |                            |
| DA           | 200.000 | Highway TW Checking                                                                                                                                       | 21,737.40    |            | 6,106.18   | 15,631.22                  | 15,631.22                 |                                  |                               |                               |                            |
| DA           | 201.000 | Highway TW Savings                                                                                                                                        | 1,306.80     | 162.40     |            | 1,469.20                   | 1,469.20                  |                                  |                               |                               |                            |
| DA           | 230.000 | NYS Class Savings                                                                                                                                         | 571,117.52   | 2,514.38   |            | 573,631.90                 |                           | 573,631.90                       |                               |                               |                            |
| DB           | 200.000 | Highway OV Checking                                                                                                                                       | 26,390.92    | 104,390.30 | 18,826.02  | 111,955.20                 | 111,955.20                |                                  |                               |                               |                            |
| DB           | 201.000 | Highway OV Savings                                                                                                                                        | (126,310.05) | 170,507.72 | 44,197.67  |                            |                           |                                  |                               |                               |                            |
| DB           | 230.000 | NYS Class Savings                                                                                                                                         | 13,603.34    | 59.89      |            | 13,663.23                  |                           | 13,663.23                        |                               |                               |                            |
| HH           | 200.004 | Water District #4 Checking                                                                                                                                | 47,698.00    |            |            | 47,698.00                  | 47,698.00                 |                                  |                               |                               |                            |
| HH           | 201.004 | WIBA #1 Savings                                                                                                                                           | 0.00         |            |            | 0.00                       | 0.00                      |                                  |                               |                               |                            |
| HH           | 230.004 | WIBA#1 NY Class                                                                                                                                           | 5,266.37     | 902.67     |            | 6,169.04                   |                           | 854.66                           | 6,169.04                      |                               |                            |
| HH           | 231.000 | WIBA #1 NY Class                                                                                                                                          | 850.91       | 3.75       |            | 854.66                     |                           |                                  |                               |                               |                            |
| SM           | 200.000 | Special District Fire Checking                                                                                                                            |              |            |            |                            |                           |                                  |                               |                               |                            |
| SM           | 201.000 | Special District Fire Savings                                                                                                                             |              |            |            | 1,308.58                   |                           | 1,308.58                         |                               |                               |                            |
| SM           | 230.000 | NYS Class Savings                                                                                                                                         | 1,302.85     | 5.73       |            |                            |                           |                                  |                               |                               |                            |
| 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                                                                                                                                         | 42,945.22    | 189.07     |            | 43,134.29                  |                           | 43,134.29                        |                               |                               |                            |
| SW           | 200.004 | Water WIBA#1 Checking                                                                                                                                     |              |            |            |                            |                           |                                  |                               |                               |                            |
| SW           | 201.004 | Water WIBA#1 Savings                                                                                                                                      |              |            |            | 277,393.64                 |                           | 277,393.64                       |                               |                               |                            |
| SW           | 230.004 | NYS Class Savings                                                                                                                                         | 276,177.75   | 1,215.89   |            | 51,377.02                  |                           |                                  |                               |                               |                            |
| TA           | 200.000 | Trust & Agency                                                                                                                                            | 39,771.28    | 52,872.91  | 41,267.17  |                            |                           |                                  |                               |                               |                            |
| VV           | 200.005 | Peachey Water Checking                                                                                                                                    |              |            |            |                            |                           |                                  |                               |                               |                            |
| VV           | 201.005 | Peachey Water Savings                                                                                                                                     | 24,875.76    |            |            | 24,875.76                  | 24,875.76                 |                                  |                               |                               |                            |
|              |         |                                                                                                                                                           | 2,371,771.47 | 503,498.18 | 465,962.19 | 2,409,307.46               | 341,900.22                | 359,052.72                       | 1,242,274.73                  | 208,768.81                    | 51,377.02                  |
|              |         | Reconciliation                                                                                                                                            |              |            |            |                            |                           |                                  |                               |                               |                            |
|              |         | Bank Statement Balances                                                                                                                                   |              |            |            | 2,423,824.47               |                           |                                  |                               |                               |                            |
|              |         | Outstanding Transfer                                                                                                                                      |              |            |            |                            |                           |                                  |                               |                               |                            |
|              |         | Deposits In Transit                                                                                                                                       |              |            |            |                            |                           |                                  |                               |                               |                            |
|              |         | Outstanding Checks                                                                                                                                        |              |            |            | (14,517.01)                | (11,414.67)               |                                  |                               |                               | (3,102.34)                 |
|              |         | Balance on General Ledger                                                                                                                                 |              |            |            | 2,409,307.46               | 341,900.22                | 359,052.72                       | 1,242,274.73                  | 208,768.81                    | 51,377.02                  |
|              |         | 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: |              |            |            |                            |                           |                                  |                               |                               |                            |
|              |         |                                                                                                                                                           |              |            |            |                            |                           |                                  |                               |                               |                            |
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|              |         |                                                                                                                                                           |              |            |            |                            |                           |                                  |                               |                               |                            |
|              |         |                                                                                                                                                           |              |            |            |                            |                           |                                  |                               |                               |                            |

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

## Town of Bergen

### For 7/31/2024

Run: 8/02/2024 at 11:14 AM

Page: 1

#### General Townwide

| Revenues                                                    | \$ | M-T-D<br>Actual | Y-T-D<br>Actual | Annual<br>Budget | Variance     | Variance<br>Percentage |
|-------------------------------------------------------------|----|-----------------|-----------------|------------------|--------------|------------------------|
| AA.1001.000.000 Real Property Taxes                         |    |                 | 298,445.00      | 298,445.00       | 0.00         | 100.00                 |
| AA.1081.000.000 Other Payments in Lieu of Taxes             |    | (2,439.85)      | 16,267.50       | 8,920.00         | 7,347.50     | 182.37                 |
| AA.1090.000.000 Interest & Penalties on Real Property Taxes |    | 0.00            | 911.23          | 2,000.00         | (1,088.77)   | 45.56                  |
| AA.1120.000.000 County Sales Tax Distribution               |    | 116,204.23      | 232,408.46      | 228,576.00       | 3,832.46     | 101.68                 |
| AA.1255.000.000 Clerk Fees                                  |    | 170.00          | 1,661.49        | 2,500.00         | (838.51)     | 66.46                  |
| AA.2130.000.000 Landfill Host Revenue                       |    | 0.00            | 27,048.51       | 57,000.00        | (29,951.49)  | 47.45                  |
| AA.2401.000.000 Interest & Earnings                         |    | 2,434.79        | 19,016.27       | 10,000.00        | 9,016.27     | 190.16                 |
| AA.2410.000.000 Rental of Real Property                     |    | 0.00            | 1,200.00        | 1,500.00         | (300.00)     | 80.00                  |
| AA.2530.000.000 Games of Chance                             |    | 0.00            | 10.00           | 10.00            | 0.00         | 100.00                 |
| AA.2544.000.000 Dog Licenses                                |    | 214.00          | 922.00          | 2,400.00         | (1,478.00)   | 38.42                  |
| AA.2610.000.000 Fines and Forfeited Bail                    |    | 4,702.46        | 53,663.48       | 65,000.00        | (11,336.52)  | 82.56                  |
| 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            | 14,849.50       | 30,000.00        | (15,150.50)  | 49.50                  |
| AA.5999.000.000 Unexpended Balance                          |    | 0.00            | 0.00            | 92,727.00        | (92,727.00)  | 0.00                   |
| Total Revenues                                              |    | 121,285.63      | 666,403.44      | 810,098.00       | (143,694.56) | 82.26                  |

| Expenses                                                 |  |            |           |           |           |       |
|----------------------------------------------------------|--|------------|-----------|-----------|-----------|-------|
| AA.1010.100.000 Town Board Personal Services             |  | 1,339.00   | 9,373.00  | 16,068.00 | 6,695.00  | 58.33 |
| AA.1010.400.000 Town Board Contractual                   |  | 54.54      | 329.26    | 1,200.00  | 870.74    | 27.44 |
| AA.1110.100.000 Justices Personal Services               |  | 2,562.00   | 17,934.00 | 30,744.00 | 12,810.00 | 58.33 |
| AA.1110.102.000 Justice Pers Svc, Clerk                  |  | 1,813.66   | 15,794.17 | 26,322.00 | 10,527.83 | 60.00 |
| AA.1110.200.000 Justice Equipment                        |  | 0.00       | 0.00      | 600.00    | 600.00    | 0.00  |
| AA.1110.400.000 Justices Contractual                     |  | 194.83     | 2,413.75  | 14,250.00 | 11,836.25 | 16.94 |
| AA.1220.100.000 Supervisor Personal Services             |  | 1,040.66   | 7,284.62  | 12,488.00 | 5,203.38  | 58.33 |
| AA.1220.102.000 Deputy Supervisor Personal Services      |  | 132.75     | 929.25    | 1,593.00  | 663.75    | 58.33 |
| AA.1220.103.000 Supervisor's Secretary Personal Services |  | 739.20     | 4,561.08  | 9,136.00  | 4,574.92  | 49.92 |
| AA.1220.400.000 Supervisor Contractual                   |  | 214.21     | 3,668.65  | 5,000.00  | 1,331.35  | 73.37 |
| AA.1310.400.000 Bookkeeper, Contr Expend                 |  | 1,440.00   | 16,890.00 | 32,410.00 | 15,520.00 | 52.11 |
| AA.1355.200.000 Assessor Equipment                       |  | 0.00       | 0.00      | 200.00    | 200.00    | 0.00  |
| AA.1355.400.000 Assessor Contractual                     |  | 10,875.00  | 11,875.00 | 28,000.00 | 16,125.00 | 42.41 |
| AA.1410.100.000 Town Clerk Personal Services             |  | 5,295.45   | 28,242.40 | 45,894.00 | 17,651.60 | 61.54 |
| AA.1410.102.000 Deputy Town Clerk Personal Services      |  | 120.00     | 3,616.23  | 6,240.00  | 2,623.77  | 57.95 |
| AA.1410.200.000 Town Clerk Equipment                     |  | 0.00       | 52.21     | 500.00    | 447.79    | 10.44 |
| AA.1410.400.000 Town Clerk Contractual                   |  | 135.99     | 2,402.69  | 5,000.00  | 2,597.31  | 48.05 |
| AA.1420.400.000 Attorney Contractual                     |  | (4,800.00) | 1,800.00  | 5,000.00  | 3,200.00  | 36.00 |
| AA.1420.401.000 Court Prosecutor                         |  | 5,600.00   | 5,600.00  | 9,600.00  | 4,000.00  | 58.33 |
| AA.1440.400.000 Engineer Contractual                     |  | 0.00       | 647.50    | 2,500.00  | 1,852.50  | 25.90 |
| 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       | 1,195.00  | 3,000.00  | 1,805.00  | 39.83 |
| 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 7/31/2024

| General Townwide                                       | M-T-D<br>Actual | Y-T-D<br>Actual | Annual<br>Budget | Variance    | Variance<br>Percentage |
|--------------------------------------------------------|-----------------|-----------------|------------------|-------------|------------------------|
|                                                        |                 |                 |                  |             |                        |
| AA.1620.100.000 Buildings Personal Services            | 511.50          | 3,281.13        | 10,432.00        | 7,150.87    | 31.45                  |
| AA.1620.200.000 Buildings Equip & Cap Outlay           | 14,658.91       | 14,658.91       | 0.00             | (14,658.91) | 0.00                   |
| AA.1620.400.000 Building Operation Contractual         | (12,640.74)     | 27,970.92       | 40,000.00        | 12,029.08   | 69.93                  |
| AA.1620.401.000 Building Operation Lease Fire Hall     | 0.00            | 19,753.00       | 20,149.00        | 396.00      | 98.03                  |
| AA.1660.400.000 Central Storeroom Contractual          | 59.59           | 241.84          | 500.00           | 258.16      | 48.37                  |
| AA.1670.400.000 Central Printing & Mailing Contractual | 56.18           | 3,565.16        | 5,500.00         | 1,934.84    | 64.82                  |
| AA.1680.200.000 Computers Equipment                    | 0.00            | 754.75          | 10,000.00        | 9,245.25    | 7.55                   |
| AA.1680.400.000 Computers Contractual                  | 2,398.42        | 11,284.13       | 8,000.00         | (3,284.13)  | 141.05                 |
| AA.1910.400.000 Unallocated Insurance                  | 313.41          | 36,960.65       | 37,000.00        | 39.35       | 99.89                  |
| 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          | 0.00            | 1,476.00        | 5,200.00         | 3,724.00    | 28.38                  |
| 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        | 42,114.00       | 70,190.00        | 28,076.00   | 60.00                  |
| 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            | 228.00          | 8,000.00         | 7,772.00    | 2.85                   |
| AA.5010.200.000 Superintendent of Highways Equipment   | 0.00            | 995.72          | 1,500.00         | 504.28      | 66.38                  |
| AA.5010.400.000 Superintendent of Highways Contractual | 0.00            | 765.97          | 1,200.00         | 434.03      | 63.83                  |
| AA.5132.400.000 Garage Contractual                     | 616.23          | 12,232.26       | 40,000.00        | 27,767.74   | 30.58                  |
| AA.5182.400.000 Street Lighting Contractual            | 208.55          | 1,657.87        | 7,000.00         | 5,342.13    | 23.68                  |
| AA.6410.400.000 Publicity - Newsletter Contractual     | 0.00            | 274.06          | 6,500.00         | 6,225.94    | 4.22                   |
| AA.6420.400.000 Promotion of Industry Contractual      | (2,439.85)      | 600.00          | 2,000.00         | 1,400.00    | 30.00                  |
| AA.7110.100.000 Parks Person Services                  | 0.00            | 1,316.75        | 2,500.00         | 1,183.25    | 52.67                  |
| AA.7110.400.000 Parks Contractual                      | 315.00          | 2,887.26        | 52,500.00        | 49,612.74   | 5.50                   |
| AA.7510.100.000 Historian Personal Services            | 0.00            | 1,512.50        | 3,025.00         | 1,512.50    | 50.00                  |
| AA.7510.200.000 Historian Equipment                    | 0.00            | 0.00            | 500.00           | 500.00      | 0.00                   |
| AA.7510.400.000 Historian Contractual                  | 0.00            | 892.86          | 500.00           | (392.86)    | 178.57                 |
| AA.7550.400.000 Celebrations Contractual               | 0.00            | 1,692.11        | 1,000.00         | (692.11)    | 169.21                 |
| AA.8810.100.000 Cemetery Services                      | 816.50          | 816.50          | 2,500.00         | 1,683.50    | 32.66                  |
| 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             | 1,831.53        | 10,612.90       | 19,273.00        | 8,660.10    | 55.07                  |
| AA.9040.800.000 Worker's Compensation                  | 0.00            | 1,426.00        | 7,602.00         | 6,176.00    | 18.76                  |
| AA.9050.800.000 Unemployment Insurance                 | 0.00            | 27.03           | 0.00             | (27.03)     | 0.00                   |
| AA.9055.800.000 Disability Insurance                   | 60.48           | 181.44          | 150.00           | (31.44)     | 120.96                 |
| AA.9060.800.000 Medical Insurance                      | 3,080.74        | 22,591.09       | 39,020.00        | 16,428.91   | 57.90                  |
| 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            | 3,187.50        | 6,375.00         | 3,187.50    | 50.00                  |
| Total Expenses                                         | 45,026.54       | 367,511.03      | 810,098.00       | 442,586.97  | 45.37                  |

Statement of Activity - MTD and YTD by Fund w/ Variance  
Town of Bergen  
For 7/31/2024

| General Townwide                         | M-T-D  |             | Y-T-D  |              | Annual |      | Variance      |            |
|------------------------------------------|--------|-------------|--------|--------------|--------|------|---------------|------------|
|                                          | Actual |             | Actual |              | Budget |      | Variance      | Percentage |
| Excess Revenue Over (Under) Expenditures | \$     | (76,259.09) | \$     | (298,892.41) | \$     | 0.00 | \$ 586,281.53 | \$ 0.00    |

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

## Town of Bergen

### For 7/31/2024

Run: 8/02/2024 at 11:14 AM

Page: 4

#### General Outside Village

| Revenues                                            | M-T-D<br>Actual | Y-T-D<br>Actual | Annual<br>Budget | Variance        | Variance<br>Percentage |
|-----------------------------------------------------|-----------------|-----------------|------------------|-----------------|------------------------|
| 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                      | 0.00            | 10,718.90       | 24,500.00        | (13,781.10)     | 43.75                  |
| BB.1560.000.000 Safety Inspection Fees              | 0.00            | 0.00            | 75.00            | (75.00)         | 0.00                   |
| BB.2110.000.000 Zoning Fees                         | 265.00          | 3,953.12        | 3,000.00         | 953.12          | 131.77                 |
| BB.2115.000.000 Planning Board Fees                 | 0.00            | 1,360.00        | 400.00           | 960.00          | 340.00                 |
| BB.2401.000.000 Interest & Earnings                 | 634.06          | 4,637.53        | 3,500.00         | 1,137.53        | 132.50                 |
| BB.2590.000.000 Permits, Others                     | 0.00            | 225.00          | 0.00             | 225.00          | 0.00                   |
| BB.2701.000.000 Refund of Prior Year Expense        | 0.00            | 975.00          | 0.00             | 975.00          | 0.00                   |
| BB.5999.000.000 Unexpended Balance                  | 0.00            | 0.00            | 50,002.00        | (50,002.00)     | 0.00                   |
| Total Revenues                                      | 899.06          | 145,272.82      | 317,718.00       | (172,445.18)    | 45.72                  |
| 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.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                     | 134.80          | 493.60          | 887.00           | 393.40          | 55.65                  |
| BB.8010.400.000 Zoning Contractual                  | 336.00          | 462.25          | 1,240.00         | 777.75          | 37.28                  |
| BB.8020.100.000 Planning Personal Services          | 742.33          | 2,496.31        | 5,542.00         | 3,045.69        | 45.04                  |
| BB.8020.400.000 Planning Contractual                | 688.00          | 3,256.97        | 3,000.00         | (256.97)        | 108.57                 |
| 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        | 12,371.68       | 20,104.00        | 7,732.32        | 61.54                  |
| BB.8664.400.000 Code Enforcement Contractual        | 1,552.62        | 3,476.99        | 4,400.00         | 923.01          | 79.02                  |
| BB.9030.800.000 Social Security & Medicare          | 204.39          | 1,134.98        | 2,029.00         | 894.02          | 55.94                  |
| BB.9040.800.000 Workers Compensation                | 0.00            | 282.00          | 944.00           | 662.00          | 29.87                  |
| BB.9050.800.000 Unemployment Insurance              | 0.00            | 3,527.21        | 0.00             | (3,527.21)      | 0.00                   |
| BB.9901.900.000 Interfund Transfers                 | 256,072.00      | 256,072.00      | 256,072.00       | 0.00            | 100.00                 |
| Total Expenses                                      | 262,049.83      | 292,073.99      | 317,718.00       | 25,644.01       | 91.93                  |
| Excess Revenue Over (Under) Expenditures            | \$ 261,150.77   | \$ 146,801.17   | \$ 0.00          | \$ 198,089.19   | \$ 0.00                |

**Statement of Activity - MTD and YTD by Fund w/ Variance**  
**Town of Bergen**  
**For 7/31/2024**

## Highway Townwide

## Revenues

|                                               | M-T-D<br>Actual | Y-T-D<br>Actual | Annual<br>Budget | Variance    | Variance<br>Percentage |
|-----------------------------------------------|-----------------|-----------------|------------------|-------------|------------------------|
| 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       | 0.00            | 152,722.08      | 130,000.00       | 22,722.08   | 117.48                 |
| DA.2401.000.000 Interest & Earnings           | 2,514.38        | 15,764.77       | 5,000.00         | 10,764.77   | 315.30                 |
| DA.2650.000.000 Sale of Scrap Material        | 0.00            | 122.77          | 0.00             | 122.77      | 0.00                   |
| DA.3589.000.000 St. Aid, Other Transportation | 0.00            | 32,169.63       | 40,000.00        | (7,830.37)  | 80.42                  |
| DA.5999.000.000 Appropriated Fund Balance     | 0.00            | 0.00            | 46,874.00        | (46,874.00) | 0.00                   |

## Total Revenues

|          |            |            |             |       |
|----------|------------|------------|-------------|-------|
| 2,514.38 | 493,399.25 | 514,494.00 | (21,094.75) | 95.90 |
|----------|------------|------------|-------------|-------|

## Expenses

|                                                             |          |           |            |           |       |
|-------------------------------------------------------------|----------|-----------|------------|-----------|-------|
| DA.5130.100.000 Machinery, Pers Serv                        | 0.00     | 2,514.80  | 12,309.00  | 9,794.20  | 20.43 |
| DA.5130.200.000 Machinery, Equip & Cap Outlay               | 708.00   | 51,305.56 | 125,000.00 | 73,694.44 | 41.04 |
| DA.5130.400.000 Machinery, Contr Expend                     | 237.00   | 27,652.36 | 40,000.00  | 12,347.64 | 69.13 |
| DA.5140.100.000 Brush & Weeds, Pers Serv                    | 0.00     | 7,308.65  | 12,060.00  | 4,751.35  | 60.60 |
| 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                       | 0.00     | 70,370.34 | 128,102.00 | 57,731.66 | 54.93 |
| DA.5142.400.000 Snow & Ice, Contr Expend                    | 1,435.18 | 53,003.81 | 113,000.00 | 59,996.19 | 46.91 |
| 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      | 0.00     | 5,870.41  | 11,664.00  | 5,793.59  | 50.33 |
| 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            | 30.00    | 90.00     | 150.00     | 60.00     | 60.00 |
| DA.9060.800.000 Hospital & Medical (Dental) Ins, Empl Bnfts | 3,533.60 | 29,542.18 | 45,470.00  | 15,927.82 | 64.97 |

## Total Expenses

|          |            |            |            |       |
|----------|------------|------------|------------|-------|
| 5,943.78 | 250,478.11 | 514,494.00 | 264,015.89 | 48.68 |
|----------|------------|------------|------------|-------|

## Excess Revenue Over (Under) Expenditures

|             |                 |         |               |         |
|-------------|-----------------|---------|---------------|---------|
| \$ 3,429.40 | \$ (242,921.14) | \$ 0.00 | \$ 285,110.64 | \$ 0.00 |
|-------------|-----------------|---------|---------------|---------|

Statement of Activity - MTD and YTD by Fund w/ Variance  
Town of Bergen  
For 7/31/2024

Highway Outside Village

Revenues

|                                          |    |            |             |             |             |        |
|------------------------------------------|----|------------|-------------|-------------|-------------|--------|
| DB.2401.000.000 Interest & Earnings      | \$ | 59.89 \$   | 1,761.74 \$ | 2,000.00 \$ | (238.26)\$  | 88.09  |
| 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      |    | 256,072.00 | 256,072.00  | 256,072.00  | 0.00        | 100.00 |
| DB.5999.000.000 Unexpended Balance       |    | 0.00       | 0.00        | 50,006.00   | (50,006.00) | 0.00   |

Total Revenues

|  |            |            |            |              |       |
|--|------------|------------|------------|--------------|-------|
|  | 256,131.89 | 257,833.74 | 383,078.00 | (125,244.26) | 67.31 |
|--|------------|------------|------------|--------------|-------|

Expenses

|                                                           |  |             |           |           |           |        |
|-----------------------------------------------------------|--|-------------|-----------|-----------|-----------|--------|
| DB.5110.100.000 General Highway Repairs Personal Services |  | 23,745.46   | 42,609.93 | 93,648.00 | 51,038.07 | 45.50  |
| DB.5110.400.000 General Highway Repairs Contractual       |  | (39,750.80) | 82,765.02 | 93,500.00 | 10,734.98 | 88.52  |
| DB.5112.200.000 Permanent Highway Improvements            |  | 56,386.61   | 56,386.61 | 75,000.00 | 18,613.39 | 75.18  |
| 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                |  | 1,626.19    | 2,992.25  | 7,164.00  | 4,171.75  | 41.77  |
| DB.9040.800.000 Workers Compensation                      |  | 0.00        | 1,112.00  | 1,112.00  | 0.00      | 100.00 |
| DB.9055.800.000 Disability Insurance                      |  | 24.45       | 70.05     | 120.00    | 49.95     | 58.38  |
| DB.9060.800.000 Medical Insurance                         |  | 2,165.76    | 18,107.53 | 27,870.00 | 9,762.47  | 64.97  |
| DB.9785.600.000 Installment Purchase Debt, Principal      |  | 0.00        | 20,297.53 | 67,736.00 | 47,438.47 | 29.97  |
| DB.9785.700.000 Installment Purchase Debt, Interest       |  | 0.00        | 1,556.53  | 4,059.00  | 2,502.47  | 38.35  |

Total Expenses

|  |           |            |            |            |       |
|--|-----------|------------|------------|------------|-------|
|  | 44,197.67 | 225,897.45 | 383,078.00 | 157,180.55 | 58.97 |
|--|-----------|------------|------------|------------|-------|

Excess Revenue Over (Under) Expenditures

|    |                |               |         |               |      |
|----|----------------|---------------|---------|---------------|------|
| \$ | (211,934.22)\$ | (31,936.29)\$ | 0.00 \$ | 282,424.81 \$ | 0.00 |
|----|----------------|---------------|---------|---------------|------|

Statement of Activity - MTD and YTD by Fund w/ Variance  
Town of Bergen  
For 7/31/2024

|                                                       |    |          |    |           |    |      |    |             |         |
|-------------------------------------------------------|----|----------|----|-----------|----|------|----|-------------|---------|
| Capital Projects Project 004                          |    |          |    |           |    |      |    |             |         |
| Revenues                                              |    |          |    |           |    |      |    |             |         |
| HH.2401.000.004 Interest & Earnings, Water Capital #4 | \$ | 906.42   | \$ | 7,023.70  | \$ | 0.00 | \$ | 7,023.70    | \$ 0.00 |
| Total Revenues                                        |    | 906.42   |    | 7,023.70  |    | 0.00 |    | 7,023.70    | 0.00    |
| Expenses                                              |    |          |    |           |    |      |    |             |         |
| HH.1380.200.004 Fiscal Agents Capital Outlay          |    | 0.00     |    | 14,375.00 |    | 0.00 |    | (14,375.00) | 0.00    |
| Total Expenses                                        |    | 0.00     |    | 14,375.00 |    | 0.00 |    | (14,375.00) | 0.00    |
| Excess Revenue Over (Under) Expenditures              | \$ | (906.42) | \$ | 7,351.30  | \$ | 0.00 | \$ | (21,398.70) | 0.00    |

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

Run: 8/02/2024 at 11:14 AM

Page: 8

Town of Bergen  
For 7/31/2024

Fire Special District

Revenues

|                                     |    |      |    |            |    |            |    |            |    |        |
|-------------------------------------|----|------|----|------------|----|------------|----|------------|----|--------|
| 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 |    | 5.73 |    | 2,541.74   |    | 1,500.00   |    | 1,041.74   |    | 169.45 |
| SM.5999.000.000 Unexpended Balance  |    | 0.00 |    | 0.00       |    | 2,000.00   |    | (2,000.00) |    | 0.00   |
| Total Revenues                      |    | 5.73 |    | 208,263.74 |    | 209,222.00 |    | (958.26)   |    | 99.54  |

Expenses

|                                           |  |      |  |            |  |            |  |      |  |        |
|-------------------------------------------|--|------|--|------------|--|------------|--|------|--|--------|
| SM.3410.400.000 Fire Contract Contractual |  | 0.00 |  | 209,222.00 |  | 209,222.00 |  | 0.00 |  | 100.00 |
| Total Expenses                            |  | 0.00 |  | 209,222.00 |  | 209,222.00 |  | 0.00 |  | 100.00 |

Excess Revenue Over (Under) Expenditures

|  |    |        |    |        |    |      |    |        |    |      |
|--|----|--------|----|--------|----|------|----|--------|----|------|
|  | \$ | (5.73) | \$ | 958.26 | \$ | 0.00 | \$ | 958.26 | \$ | 0.00 |
|--|----|--------|----|--------|----|------|----|--------|----|------|

Statement of Activity - MTD and YTD by Fund w/ Variance  
Town of Bergen  
For 7/31/2024

Water Special District Project 003

| Revenues                                                              | M-T-D<br>Actual | Y-T-D<br>Actual | Annual<br>Budget | Variance     | Variance<br>Percentage |
|-----------------------------------------------------------------------|-----------------|-----------------|------------------|--------------|------------------------|
| SW.1001.000.003 Real Property Taxes - Peachey Rd District 3           | \$ 0.00         | \$ 43,863.00    | \$ 43,863.00     | \$ 0.00      | 100.00                 |
| SW.2401.000.003 Interest & Earnings                                   | 189.07          | 1,358.03        | 1,500.00         | (141.97)     | 90.54                  |
| 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                   |
| Total Revenues                                                        | 189.07          | 45,221.03       | 51,363.00        | (6,141.97)   | 88.04                  |
| Expenses                                                              |                 |                 |                  |              |                        |
| 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            | 14,681.25       | 29,363.00        | 14,681.75    | 50.00                  |
| SW.9950.900.003 Interfund Transfer                                    | 0.00            | 0.00            | 2,000.00         | 2,000.00     | 0.00                   |
| Total Expenses                                                        | 0.00            | 14,681.25       | 51,363.00        | 36,681.75    | 28.58                  |
| Excess Revenue Over (Under) Expenditures                              | \$ (189.07)     | \$ (30,539.78)  | \$ 0.00          | \$ 42,823.72 | \$ 0.00                |

Statement of Activity - MTD and YTD by Fund w/ Variance  
Town of Bergen  
For 7/31/2024

Water Special District Project 004

Revenues

SW.1001.000.004 Property Taxes  
SW.2140.001.004 Out of District User  
SW.2401.000.004 Interest & Earnings

Total Revenues

Expenses

SW.9710.600.004 Bond Principal (\$5,615,000), Water #4  
SW.9710.601.004 Bond Principal (\$935,000), Water #4  
SW.9710.700.004 Bond Interest (\$5,615,000), Water #4  
SW.9710.701.004 Bond Interest (\$935,000), Water #4  
SW.9950.900.004 Interfund Transfer

Total Expenses

Excess Revenue Over (Under) Expenditures

|                                          | M-T-D<br>Actual      | Y-T-D<br>Actual        | Annual<br>Budget     | Variance               | Variance<br>Percentage |
|------------------------------------------|----------------------|------------------------|----------------------|------------------------|------------------------|
| \$                                       | 0.00                 | \$ 252,060.00          | \$ (252,060.00)      | \$ 504,120.00          | 100.00                 |
|                                          | 0.00                 | 2,951.50               | (2,900.00)           | 5,851.50               | 101.78                 |
|                                          | <u>1,215.89</u>      | <u>10,122.97</u>       | <u>(8,000.00)</u>    | <u>18,122.97</u>       | <u>126.54</u>          |
|                                          | 1,215.89             | 265,134.47             | (262,960.00)         | 528,094.47             | 100.83                 |
| Expenses                                 |                      |                        |                      |                        |                        |
|                                          | 0.00                 | 0.00                   | 110,000.00           | 110,000.00             | 0.00                   |
|                                          | 0.00                 | 0.00                   | 15,000.00            | 15,000.00              | 0.00                   |
|                                          | 0.00                 | 58,384.37              | 116,770.00           | 58,385.63              | 50.00                  |
|                                          | 0.00                 | 6,325.00               | 12,650.00            | 6,325.00               | 50.00                  |
|                                          | <u>0.00</u>          | <u>0.00</u>            | <u>8,540.00</u>      | <u>8,540.00</u>        | <u>0.00</u>            |
| Total Expenses                           | 0.00                 | 64,709.37              | 262,960.00           | 198,250.63             | 24.61                  |
| Excess Revenue Over (Under) Expenditures | <u>\$ (1,215.89)</u> | <u>\$ (200,425.10)</u> | <u>\$ 525,920.00</u> | <u>\$ (329,843.84)</u> | <u>(38.11)</u>         |

| Account# | Account Description | Fee Description                         | Qty | Local Share      |
|----------|---------------------|-----------------------------------------|-----|------------------|
| A1255    | Clerk Fees          | Certified Copies                        | 24  | 290.00           |
|          |                     | Dog Redemption                          | 1   | 26.00            |
|          |                     | <b>Sub-Total:</b>                       |     | <b>\$316.00</b>  |
| A2544    | Dog Licensing       | Female, Spayed                          | 26  | 130.00           |
|          |                     | Female, Unspayed                        | 3   | 54.00            |
|          |                     | Male, Neutered                          | 19  | 95.00            |
|          |                     | Male, Unneutered                        | 5   | 90.00            |
|          | Late Fees           | Late Fees                               | 1   | 5.00             |
|          | Senior Discount     | Senior Discount                         | 2   | -6.00            |
|          |                     | <b>Sub-Total:</b>                       |     | <b>\$368.00</b>  |
| B2110    | Building & Zoning   | Building Permit                         | 3   | 165.00           |
|          |                     | <b>Sub-Total:</b>                       |     | <b>\$165.00</b>  |
| B2115    | Building & Zoning   | Amend. - Minor Subdivision              | 3   | 440.00           |
|          |                     | <b>Sub-Total:</b>                       |     | <b>\$440.00</b>  |
| B2270    |                     | Check was entered into the system twice | 0   | -100.00          |
|          |                     | <b>Sub-Total:</b>                       |     | <b>-\$100.00</b> |

**Total Local Shares Remitted: \$1,189.00**

Amount paid to: NYS Ag. & Markets for spay/neuter program 69.00

**Total State, County & Local Revenues: \$1,258.00**

**Total Non-Local Revenues: \$69.00**

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.

[Signature] 8/1/2024  
Supervisor Date

[Signature] 8/2/2024  
Town Clerk Date

|                                                                                                        |                                           |                     |          |
|--------------------------------------------------------------------------------------------------------|-------------------------------------------|---------------------|----------|
| TOWN OF BERGEN                                                                                         |                                           | 50-284/213          | 1239     |
| TOWN CLERK, MICHELE M. SMITH                                                                           |                                           |                     |          |
| PO BOX 249                                                                                             |                                           |                     |          |
| BERGEN, NY 14416                                                                                       |                                           | DATE                | 8/1/2024 |
| PAY TO THE ORDER OF                                                                                    | Ernest Hayward, Town Supervisor \$1189.00 |                     |          |
| ONE THOUSAND ONE HUNDRED EIGHTY-NINE AND NO/100 DOLLARS                                                |                                           | ← Heat Reactive Ink |          |
| TOMPKINS                                                                                               |                                           |                     |          |
| MEMO                                                                                                   | July 2024                                 |                     |          |
| 9270106381                                                                                             |                                           | 1239                |          |
| LOOK FOR FRAUD-DETECTING FEATURES INCLUDING THE SECURITY SQUARE AND HEAT-REACTIVE INK DETAILS ON BACK. |                                           |                     |          |

rec 8/15/24

Genesee County 911  
Response Times Report

**GEN BERGEN FIRE**

Report Date Range from: 6/1/2024 to 6/30/2024

# Mercy Flight EMS

*Report includes Emergent First On Scene Responses.*

| Response Time<br>Minutes | Call Count | Cumulative Call<br>Count | Percentage<br>of Total Calls | Cumulative<br>Percentage |
|--------------------------|------------|--------------------------|------------------------------|--------------------------|
|--------------------------|------------|--------------------------|------------------------------|--------------------------|

**Response Zone: GEN BERG 17**

|               |   |   |        |         |
|---------------|---|---|--------|---------|
| 14:00 - 14:59 | 1 | 1 | 11.11% | 11.11%  |
| 16:00 - 16:59 | 1 | 2 | 11.11% | 22.22%  |
| 17:00 - 17:59 | 1 | 3 | 11.11% | 33.33%  |
| 18:00 - 18:59 | 1 | 4 | 11.11% | 44.44%  |
| 19:00 - 19:59 | 1 | 5 | 11.11% | 55.56%  |
| 20:00 - 20:59 | 1 | 6 | 11.11% | 66.67%  |
| 22:00 - 22:59 | 1 | 7 | 11.11% | 77.78%  |
| 23:00 - 23:59 | 1 | 8 | 11.11% | 88.89%  |
| 24:00 - 24:59 | 1 | 9 | 11.11% | 100.00% |
| Total Calls:  | 9 | 9 | 100%   |         |

**Response Zone: GEN BERG 22**

|               |    |    |        |         |
|---------------|----|----|--------|---------|
| 05:00 - 05:59 | 1  | 1  | 10.00% | 10.00%  |
| 06:00 - 06:59 | 1  | 2  | 10.00% | 20.00%  |
| 11:00 - 11:59 | 1  | 3  | 10.00% | 30.00%  |
| 17:00 - 17:59 | 1  | 4  | 10.00% | 40.00%  |
| 18:00 - 18:59 | 1  | 5  | 10.00% | 50.00%  |
| 19:00 - 19:59 | 1  | 6  | 10.00% | 60.00%  |
| 21:00 - 21:59 | 3  | 9  | 30.00% | 90.00%  |
| 22:00 - 22:59 | 1  | 10 | 10.00% | 100.00% |
| Total Calls:  | 10 | 10 | 100%   |         |

**Call Source Total Calls: 19**

**TOWN OF BERGEN  
SCHEDULE OF FEES  
-PLANNING AND ZONING-**

Page 1 of 1

Any costs incurred through professional services provided by the Town Engineer, Town Attorney, or other Planning Consultant shall be reimbursed by the applicant. Applicant will be provided a copy of the consultant's invoice as soon as it is received by the Town. The Applicant must pay the professional services fee prior to the town completion of any inspections and issuance of a certificate of compliance.

Zoning Permits shall be issued upon the payment of \$2.00 per 100 square feet of building construction, but the minimum in any event shall be \$30.

Application for Any Variance \$100.00

(Includes but not limited to such Variance requests as: swimming pool, fence, pond, solar system, sign, generator, roof, woodstove, fireplace, furnace, hot tub/spa, mobile home installation)

Application for Special Use Permit \$100.00

Application for Amendments \$50.00

Public Hearing Fee \$100.00

Site Plan Review \$100.00

Application for Certificate of Compliance \$50.00

Consulting Fees As incurred for a site plan approval

Mobile Home Park License \$150.00

Plus \$5.00 per site (Occupied or non-occupied)

(If application and site is in compliance by December 31, the fee is reduced by \$50. Minimum fee is \$200)

Junkyard License Application Fee – due by August 31 \$150.00

Late fee – per month \$50.00

Additional Inspection fee \$50.00

(Required if license is not granted at the time of the application for each inspection)

Stormwater Management and Erosion Fees

Application Fee \$50.00

Permit Fee \$100.00

Minor Subdivision Fee \$100.00

Plus \$20.00 per lot

Major Subdivision Fee \$100.00

Plus \$20.00 per lot

Major Subdivision – Final Plat Fee \$100.00

Bulk Land Transfer \$100.00

Recreation Site Waiver Fee \$100.00

(per each dwelling parcel or equivalent non-residential unit)

Returned Check Fee \$35.00

Civil Service Law: Section 22: Certification for new positions. Before any new positions in the service of a civil division shall be created, the proposal therefor, including a statement of the duties of the positions, shall be referred to the municipal Commission\* having jurisdiction and such Commission\* shall furnish a certificate stating the appropriate civil service title for the proposed positions. Any such new position shall be created only with the title approved and certified by the Commission\*.

\*Civil Service Law: Section 15: Genesee County Civil Service is administered by the Genesee County Personnel Officer.

GENESEE COUNTY CIVIL SERVICE OFFICE  
COUNTY BUILDING NO. 1  
BATAVIA, NEW YORK 14020

### NEW POSITION DUTIES STATEMENT

Department head or other authority requesting the creation of a new position, prepare a separate description for each new position to be created except that one description may cover two or more identical positions in the same organizational unit. Forward one typed copy to this Office.

| 1. DEPARTMENT POSITION | BUREAU, DIVISION, UNIT OR SECTION | LOCATION OF |
|------------------------|-----------------------------------|-------------|
|------------------------|-----------------------------------|-------------|

|                          |  |                |
|--------------------------|--|----------------|
| Budget Officer Part-Time |  | Town of Bergen |
|--------------------------|--|----------------|

2. DESCRIPTION OF DUTIES: Describe the work in sufficient detail to give a clear word picture of the job. Use a separate paragraph for each kind of work and describe the more important or time-consuming duties first. In the left column, estimate how the total working time is divided.

| PERCENT OF WORK TIME |                                                                                                         |
|----------------------|---------------------------------------------------------------------------------------------------------|
| 25%                  | Prepares annual budget and NYS Tax Cap filing                                                           |
| 25%                  | Monitors budget and prepares budget modifications                                                       |
| 25%                  | Prepares monthly financial/budgetary reports                                                            |
| 5%                   | Assists with contracts, purchasing and personnel issues that impact budget                              |
| 5%                   | Prepares the NYS OSC Annual Financial Report (AFR)                                                      |
| 5%                   | Assists with all accounting functions                                                                   |
| 5%                   | Assists with closing accounting records at year end in accordance with OSC standards                    |
| 5%                   | Assists with reviews of Justice Court records and Town Clerk Records in accordance with OSC regulations |

#6511

position # 003404

RESOLUTION NO.

Admit Out of District User WIBA-1

WHEREAS, Property Address 1503 Reed Road in the Town of Sweden has applied to the Monroe County Water Authority for connection to the Town of Bergen's Water Improvement Benefit Area No. 1; and

WHEREAS, The Town Board of the Town of Bergen desires to grant of Out-of-District User status to certain Town of Sweden properties on Reed Road for the purpose of accessing public water from Water Improvement Benefit Area No. 1.

NOW, THEREFORE, BE IT RESOLVED:

Sec. 1. That the Bergen Town Board hereby approves the following Reed Road property in the Town of Sweden to connect to the Town of Bergen's Water Improvement Benefit Area No. 1 as Out-of-District Users:

1503 Reed Road                      128.02-1-13.4                      Hunter Nelson

Sec. 2. That the Town of Bergen will bill this Out-of-District user an annual access fee equivalent to the EDU being charged properties in the Water Improvement Benefit Area No. 1. District

Sec 3. That this resolution shall take effect immediately.

MOTION for adoption of this resolution

Seconded by

Discussion:

VOTE BY ROLL CALL AND RECORD:

Councilperson Ely  
Councilperson Grant  
Councilperson Starowitz  
Councilman Swanson  
Supervisor Haywood

Submitted – August 13, 2024

# 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

**COUNCILPERSONS**  
BELINDA GRANT, DEPUTY SUPERVISOR  
JAMES STAROWITZ  
MARK SWANSON  
KAREN E. ELY

**SUPERINTENDENT OF HIGHWAYS**  
JOEL POCOCK

**TOWN CLERK/TAX COLLECTOR**  
TERESA ROBINSON

**JUSTICES**  
ROBERT SWAPCEINSKI  
VINCENT PULCINI

**ZONING & CODE ENFORCEMENT OFFICER**  
GERALD WOOD

**ASSESSOR**  
RHONDA SAULSBURY



August 13, 2024

Office of the New York State Comptroller  
Division of Local Governments and School Accountability  
PSU-CAP Submission  
110 State Street, 12<sup>th</sup> Floor  
Albany, New York 12236

## CORRECTIVE ACTION PLAN

Town of Bergen  
Town Supervisor  
2024M-30

### Recommendations

- Annually provide sufficient accounting records and supporting documents to the Board for audit on or before January 20 or ensure a public accountant has been hired by January 20 to complete an audit within 60 days after the close of the fiscal year.*  
Action Plan: The Supervisor's 2023 accounting records and supporting documents were provided to the Board for audit prior to January 20, 2024. Additionally, the Town engaged a public accountant, MMB to perform an audit YE 2023. However, that audit will not be complete within the 60 days noted above. In the future, the Supervisor plans to continue providing the annual accounting records and supporting documents to the Board for audit prior to January 20 each year. Implemented January 2024. Responsible person: Supervisor.
- Maintain detailed and up-to-date accounting records that accurately reflect all Town financial transactions.*  
Action Plan: The Supervisor and secretary are reviewing records more thoroughly. Additional reports are being supplied by the Accountant on a monthly basis. The Library is no longer part of the Town's financial responsibility which eliminates some of the financial transactions that previously proved to be untimely. Implemented January 2024. Responsible person: Supervisor.
- Compare monthly bank reconciliations with the accounting records and promptly investigate and resolve any discrepancies.*  
Action Plan: The Town Supervisor and secretary previously reviewed the bank reconciliations to a spreadsheet provided by the Accountant. Upon learning that this method was not sufficient, Supervisor and the secretary began reviewing the bank reconciliations to the spreadsheet **and** the accounting system records. The Supervisor is

*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](http://www.ascr.usda.gov/complaint_filing_cust.html), or at any UDSA 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. 20501-9410 or by fax (202)690-7742 or e-mail [program.intake@usda.gov](mailto:program.intake@usda.gov).*

Standard Work Day and Reporting

NOW, THEREFORE, BE IT RESOLVED:

Sec. 1. That the Town of Bergen, location code 30437, hereby establishes the following as standard work days for elected officials and will report the following days worked to the New York State and Local Employees' Retirement System based on the time keeping system records or the record of activities maintained and submitted by these officials:

Eight Hour Work Day  
Superintendent of Highways

Six Hour Work Day  
Supervisor  
Councilperson  
Town Clerk  
Justice

MOTION for adoption of this resolution by  
Seconded by

Discussion:

VOTE BY ROLL CALL AND RECORD:

Councilperson Ely  
Councilperson Grant  
Councilperson Starowitz  
Councilperson Swanson  
Supervisor Haywood

Received Date

Standard Work Day and  
Reporting Resolution for  
Elected and Appointed Officials

Employer Location Code

SEE INSTRUCTIONS FOR COMPLETING FORM ON REVERSE SIDE

RS 2417-A

(Rev. 12/23)

30437

BE IT RESOLVED, that the

Town of Bergen

(Name of Employer)

30437

(Location Code)

hereby established the following standard work days for these titles and will

report the officials to the New York State and Local Retirement based on their record of activities:

| Name                 | Social Security Number | NYS LRS ID | Title          | Current Term Begin & End Dates | Standard Work Day | Record of Activities Result | Not Submitted                       | Pay Frequency | Tier 1                   |
|----------------------|------------------------|------------|----------------|--------------------------------|-------------------|-----------------------------|-------------------------------------|---------------|--------------------------|
| Elected Officials:   |                        |            |                |                                |                   |                             |                                     |               |                          |
| Ernest Haywood       |                        |            | Supervisor     | 11/122-12/31/25                | 6                 | 6.7                         | <input type="checkbox"/>            | monthly       | <input type="checkbox"/> |
| Mark Swanson         |                        |            | Council person | 11/124-12/31/27                | 6                 |                             | <input checked="" type="checkbox"/> | monthly       | <input type="checkbox"/> |
| Karen Ely            |                        |            | Council person | 11/124-12/31/27                | 6                 |                             | <input checked="" type="checkbox"/> | monthly       | <input type="checkbox"/> |
| Appointed Officials: |                        |            |                |                                |                   |                             |                                     |               |                          |
|                      |                        |            |                |                                |                   |                             | <input type="checkbox"/>            |               | <input type="checkbox"/> |
|                      |                        |            |                |                                |                   |                             | <input type="checkbox"/>            |               | <input type="checkbox"/> |
|                      |                        |            |                |                                |                   |                             | <input type="checkbox"/>            |               | <input type="checkbox"/> |

I, \_\_\_\_\_, secretary/clerk of the governing board of the \_\_\_\_\_, of the State of New York,  
(Name of Secretary or Clerk) (Circle one) (Name of Employer)

do hereby certify that I have compared the foregoing with the original resolution passed by such board at a legally convened meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_  
on file as part of the minutes of such meeting, and that same is a true copy thereof and the whole of such original.

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of the \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_,  
(Name of Employer)

\_\_\_\_\_  
(Signature of Secretary or Clerk)  
Affidavit of Posting: I, \_\_\_\_\_, being duly sworn, deposes and says that the posting of the Resolution began on  
(Name of Secretary or Clerk)

\_\_\_\_\_, and continued for at least 30 days. That the Resolution was available to the public on the:

(Date)

☐ Employer's website at: \_\_\_\_\_

☐ Official sign board at: \_\_\_\_\_

☐ Main entrance Secretary or Clerk's office at: \_\_\_\_\_

Date

of

(For additional rows attach a DC 2417 B form.)

(seal)

TOWN OF BERGEN

PLEASE MAKE THE FOLLOWING TRANSFERS AT YOUR 8/13/24 MEETING:

**GENERAL FUND - TOWNWIDE**

|                       |             |                              |    |           |
|-----------------------|-------------|------------------------------|----|-----------|
| <i>Transfer From:</i> | AA.1990.400 | Contingency                  | \$ | 14,380.00 |
|                       |             | <b>Unanticipated Revenue</b> |    |           |
|                       | AA.2401.000 | Interest & Earnings          | \$ | 6,500.00  |
|                       |             |                              | \$ | 20,880.00 |
| <i>Transfer To:</i>   | AA.1620.200 | Building Equip & Cap Outlay  | \$ | 14,659.00 |
|                       | AA.1680.400 | Computers Contractual        | \$ | 5,000.00  |
|                       | AA.7510.400 | Historian Contractual        | \$ | 500.00    |
|                       | AA.7550.400 | Celebrations Contractual     | \$ | 693.00    |
|                       | AA.9050.800 | Unemployment Insurance       | \$ | 28.00     |
|                       |             |                              | \$ | 20,880.00 |

**GENERAL FUND - OUTSIDE VILLAGE**

|                       |             |                        |    |          |
|-----------------------|-------------|------------------------|----|----------|
| <i>Transfer From:</i> | BB.1991.400 | Contingency            | \$ | 4,528.00 |
|                       |             |                        | \$ | 4,528.00 |
| <i>Transfer To:</i>   | BB.8020.400 | Planning Contractual   | \$ | 1,000.00 |
|                       | BB.9050.800 | Unemployment Insurance | \$ | 3,528.00 |
|                       |             |                        | \$ | 4,528.00 |

☐

APPROVED

☐

NOT APPROVED

\_\_\_\_\_  
SIGNATURE - SUPERVISOR

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SIGNATURE - COUNCILPERSON

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SIGNATURE - COUNCILPERSON

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SIGNATURE - COUNCILPERSON

\_\_\_\_\_  
DATE

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