**June 10, 2025 BERGEN TOWN BOARD REGULAR MEETING**

Draft

The Bergen Town Board convened in a regular session at 6:45 pm audit of the bills; The Town Board Meeting convened in a regular session in the Town Hall with Supervisor Haywood presiding at 7:00 pm.

**PRESENT:**  **ALSO PRESENT:**

Supervisor Ernie Haywood Teresa Robinson, Town Clerk

Councilperson Belinda Grant Joel Pocock, Highway Superintendent

Councilperson Karen Ely

Councilperson Mark Swanson

Councilperson James Starowitz

**ABSENT:**

**OTHER ATTENDENCE:**  Kim Donley

**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:**

**PRIVILEGE OF THE FLOOR:**

**APPROVAL OF MINUTES FOR:** Town Board Meeting May 13, 2025; Councilperson Ely made a motion to approve the Town Board Minutes of May 13, 2025; seconded by CouncilpersonSwanson .

Ayes: Haywood, Grant, Ely, Swanson, Starowitz

Nays: None

Abstained: None

APPROVED by: Unanimous vote (5-0)

**COMMUNICATIONS/INFORMATION included with this agenda:**

1. Supervisor Report for May 2025

2. Financial Statements for May 2025

3. Town Clerks Report for May. 2025

4. ZEO/CEO Report for May 2025

5. Mercy EMS report for April 2025

6. Proposed lease for Town Hall – Not available

6. Resolution for Town of Bergen declaring lead status and determination of proposed actions (construction of addition at 10 Hunter Street and renovations at 13 South Lake Ave, Bergen NY) as a Type II action for SEQRA.

Motion to Table the Resolution for the Town of Bergen declaring lead status and determination of proposed actions (construction of addition at 10 Hunter St. and renovations at 13 South Lake Ave, Bergen NY) as a Type II action for SEQRA - Councilperson Grant made a Motion to table the Resolution for the Town of Bergen declaring lead status and determination of proposed actions (construction of addition at 10 Hunter St. and renovations at 13 South Lake Ave, Bergen NY) as a Type II action for SEQRA; seconded by Councilperson Swanson. .

Ayes: Haywood, Grant, Ely, Swanson, Starowitz

Nays: None

APPROVED by: Unanimous vote (5-0)

7. Bond Resolution for renovations at 13 South Lake Ave, Bergen NY, and construction of an addition at 10 Hunter Street, Bergen NY, with maximum dollar amount of $990,000.00.

Motion to Table the Bond Resolution for renovations at 13 South Lake Ave, Bergen, NY and construction of an addition at 10 Hunter Street, Bergen with maximum dollar amount of $990,000.00. Councilperson Grant made a Motion to Table the Bond Resolution for renovations at 13 South Lake Ave, Bergen, NY and construction of an addition at 10 Hunter Street, Bergen with maximum dollar amount of $990,000.00; Seconded by Councilperson Starowitz

Ayes: Haywood, Grant, Ely, Swanson, Starowitz

Nays: None

APPROVED by: Unanimous vote (5-0)

8. Resolution authorizing the bids for the Town of Bergen Park Restroom Foundation.

9. Resolution to appoint Lori Kellogg as part time Highway Clerk at a rate of $21.00 per hour.

10.Resolution to appoint Sameul Wilson as per diem laborer at a rate of $18.00 per hour.

**BOARD MEMBERS’ ITEMS FOR THE AGENDA:** Highway Superintendent – Department of Transportation supplemental agreement

**REPORTS:**

**SUPERVISOR**:

* Home Town Hero’s Ceremony- I attended the Home Town Hero’s Ceremony at the American Legion on 5/18. The Legion and the Triangle Club provide the banners honoring area residents for their service.
* GAM-

I attended the GAM meeting on 5/15/2025. The topic of discussion was county wide water.

Properties-Projects:

* Bathroom at the Park-

I worked with the Architect to prepare the bid information packet with specification to go out to bid for the construction of the cement foundation and under slap plumbing. If approved by the Board, the request for bids will be advertised in the official town paper. Bids will be due on July 8th. It is expected that the work will be completed by the end of August so BOCES can begin construction of the bathroom in Sept.

Joel and I met with the BOCES assistant Principal and teachers for the Building Trades program at BOCES on 6/5 to discuss the project to construct the bathroom. We continue to work on transportation to and from BOCES to Robins Brook Park.

* Capital Project-Renovation to 13 South Lake and Addition to the Town Hall-

The proposed new lease for the Town Hall remains with the Fire Department’s attorney. The town requires a new lease for the Town Hall that covers the addition and is valid through the bonding period. Until a lease is agreed upon by the Town and Fire Department the town cannot proceed with declaring a negative environmental impact (SEQRA resolution) for the project or proceed with approval of the bond resolution.

* Drews Nature Center-

Contingent upon transportation, the BOCES Conservation Class will start working at the Drews nature center, one day a week, starting this fall. There work will consist of identification of flora and fauna found in the nature center that will be on a app. Called seek by iNaturalist and they will create a bioblitz that nature center visitors can contribute to when the visit. Instruction for visitors, for usage of the app will be in the kiosk. They will also work on clearing areas and cleaning up trails.

Traffic Safety around Appletree Industrial Park

In follow up to a conversation I had with Shelly Stein, Chair of the Genesee County Legislature regarding the traffic safety concerns, Ms. Stein connected me to Richard Sutherland, Executive Director of the Genesee/Finger Lakes Regional Planning Council. Subsequently, myself along with the Village Mayor and Administrator met with Richard Sutherland on 6/9/2025 to discuss the concerns and some of the recommended solutions. In follow up to this meeting Mr. Sutherland is going to see if there is any funding available to review traffic flows around the Appletree Industrial Park.

Rising health insurance costs – meeting on 6/17/25 with representative from Blue Cross and town employees to discuss other plans available.

**TOWN CLERK**:

The Summer Newsletter has been completed & distributed.

Participated in United Ways Day of Caring. Thank you to Supervisor Haywood, Town Board Member Karen Ely, Highway Superintendent Joel Pocock and all of the 20+ volunteers. The weather was perfect! Next year, we will limit the number of volunteers to maybe 15. They worked very quickly.

I added a wall file for all of the town forms to make it easier when someone comes in for a building permit application or any other application, they will all be in one location.

The appointment has been made 6/26/2025 with Airserve to have all of the furnaces/air condition units served.

The new website is up and running – photos will be replaced throughout the summer.

**TOWN BOARD:** Nothing to Report.

**HIGHWAY**:

Robbins Brook Park – the water line to the back of the park should be completed by the end of June.

Met with Rich Monroe (BOCES Electrical Teacher) his class will be installing the electric for the bathrooms.

Department of Environmental Conservation (D.E.C) and Soil & Water will be coming to the park and Drews Nature Center to spray for Japanese Knot Weed and will also be placing traps for a new invasive moth – has not been spotted in the parks but as a precaution.

Road work has been pushed back due to the weather.

**COMMITTEES:**

Buildings, Grounds, and Facilities (Cemeteries): Updates previously reported by the Town Supervisor and Highway Superintendent.

Local History & Museum: Nothing new to report.

Policy & Personnel: Nothing new to report.

**OLD BUSINESS:**

Update on proposed Capital Project- Town Hall addition and renovations to create a records room at 13 S. Lake Ave.

Traffic at Routes 19 and 33

**NEW BUSINESS:**

**-**Approval of the new lease for Town Hall Space with the Fire Department, including the new addition. **UNAVAILABLE**

-Resolution for Town of Bergen declaring lead status and determination of proposed actions (construction of addition at 10 Hunter Street and renovations at 13 South Lake Ave, Bergen NY) as a Type II action for SEQRA\\ **TABLED**

- Bond Resolution for renovations at 13 South Lake Ave, Bergen NY, and construction of an addition at 10 Hunter Street, Bergen NY, with maximum dollar amount of $990,000.00. **TABLED**

- Resolution authorizing the bidding for the Town of Bergen Park Restroom Foundation.

- Resolution to appoint Lori Kellogg as part time Highway Clerk at a rate of $21.00 per hour.

- Resolution to appoint Sameul Wilson as per diem laborer at a rate of $18.00 per hour.

- Recommendation to the County for request for water hook up at 7618 Dublin Road, Bergen NY.

- Change in Town Board meeting date in November from November 11th (Veteran’s Day) to Nov. 18th.

- Action to file Town Clerks Report-May 2025

- Action to file Supervisor’s Report- May 2025

- Approval of Budget Transfers-

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

RESOLUTION NO. 2025-20 Authorize Bids for Town of Bergen Park Restroom Foundation

WHEREAS, Registered Architect David Strabel has prepared specifications and a bid package for work pertaining to the construction of a foundation and associated improvements for the Robins Brook Restroom Project.

NOW, THEREFORE, BE IT RESOLVED:

Sec. 1. That the Bergen Town Board hereby authorizes the bidding of the foundation and associated improvements for the Robins Brook Restroom project as per specifications prepared by the Architect.

Sec. 2. That a Bid Date will be established in the Bid Notice.

Sec. 3. That the Bid Notice will be advertised as required by law.

Sec. 4. That the Town Board of the Town of Bergen reserves the right to reject any and all bids.

MOTION for adoption of this resolution by Councilperson Grant

Seconded by Councilperson Ely

Discussion:

VOTE BY ROLL CALL AND RECORD:

Councilperson Ely

Councilperson Grant

Councilperson Starowitz

Councilman Swanson

Supervisor Haywood

Submitted – June 10, 2025

RESOLUTION NO. 2025-21 Appoint Clerk to the Highway Superintendent

WHEREAS: There is a vacancy in the position of Clerk to the Highway Superintendent; and

WHEREAS: The position has been duly advertised and posted: and

WHEREAS: The Highway Superintendent has selected Lori Kellog for the position.

NOW, THEREFORE BE IT RESOLVED:

1. That the Town Board sets the rate for the Clerk to the Highway Superintendent at $21.00 per hour.
2. That Lori Kellog’s start date shall be on or after June 11, 2025.
3. That this resolution shall take effect immediately.

MOTION for adoption of this resolution By Councilperson Grant

Seconded by Councilperson Ely

Discussion:

VOTE BY ROLL CALL AND RECORD:

Councilperson Ely

Councilperson Grant

Councilperson Starowitz

Councilperson Swanson

Supervisor Haywood

Submitted – June 10, 2025

RESOLUTION NO. 2025-22 Appoint PT Seasonal Laborer Highway Dept.

WHEREAS: The Highway Superintendent has recommended hiring Samuel Wilson as a part-time seasonal laborer.

NOW, THEREFORE BE IT RESOLVED:

1. That the Town Board sets the rate for Samuel Wilson at $18.00 per hour.
2. That Samuel Wilson’s start date shall be on or after June 11, 2025.
3. That this resolution shall take effect immediately.

MOTION for adoption of this resolution by Councilperson Ely

Seconded by Councilperson Grant

Discussion:

VOTE BY ROLL CALL AND RECORD:

Councilperson Ely

Councilperson Grant

Councilperson Starowitz

Councilperson Swanson

Supervisor Haywood

Submitted – June 10, 2025

Councilperson Grant made offered Resolution # 2024-23 to Authorize the Supplemental Snow and Ice Agreement for contract year 2024 - 2025; seconded by Councilperson Starowitz and it carried by a vote 5 -0.

**RESOLUTION #2025-23**

**AUTHORIZE THE AMENDMENT TO THE 2024-2025 SNOW & ICE AGREEMENT EXTENSION**

**WHEREAS**, the Town Board of the Town of Bergen on June 10, 2025 made a Resolution to amend the Snow & Ice Agreement between the New York State Department of Transportation and the Town of Bergen. Amending the estimated expenditure for the 24/25 season by adding funding due to exceeding the Estimated Expenditure for the above-mentioned season.

Councilperson Ely- AYE

Councilperson Swanson - AYE

Councilwoman Grant - AYE

Councilman Starowitz- AYE

Supervisor Haywood- AYE

**CERTIFICATE OF CLERK**

state of new York}

county of Genesee} {ss

I, Teresa Robinson, Town Clerk of the Town of Bergen, County of Genesee and state of New York, do hereby certify that I have compared the foregoing motion duly adopted by the Town Board of the Town of Bergen on June 10, 2025 with the original thereof on file in my office and the same is correct and true copy of said motion of the whole thereof.

Dated: June 10, 2025

Teresa Robinson, Town Clerk

Motion to make a recommendation to the County for request for water hook up at 7618 Dublin Road, Bergen N. Y. - Councilperson Grant made a motion to make a recommendation to the County for request for water hook up at 7618 Dublin Road, Bergen N. Y.; seconded by Councilperson Starowitz.

Ayes: Haywood, Grant, Ely, Swanson, Starowitz

Nays: None

APPROVED by: Unanimous vote (5-0)

Motion to change in Town Board meeting date in November from November 11th (Veteran’s Day) to Nov. 18th. Councilperson Ely made a motion to Change in Town Board meeting date in November from November 11th (Veteran’s Day) to Nov. 18th; seconded by Councilperson Swanson.

Ayes: Haywood, Grant, Ely, Swanson, Starowitz

Nays: None

APPROVED by: Unanimous vote (5-0)

Action to file the Town Clerk’s Report for May 2025 – Councilperson Grant made a motion to file to Town Clerk’s Report for May 2025; seconded by Councilperson Ely.

Ayes: Haywood, Grant, Ely, Swanson, Starowitz

Nays: None

APPROVED by: Unanimous vote (5-0)

Action to file the Supervisor’s Report for May 2025 – Councilperson Grant made a motion to file the Supervisor’s Report for May 2025; seconded by Councilperson Ely.

Ayes: Haywood, Grant, Ely, Swanson, Starowitz

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:The bills were presented for audit and totaled $ 38,509.43; General A Fund $ 15,549.59; General B $1,556.64; Highway DA $ 12,028.82; Highway DB $ 9,374.38.

Councilperson Swanson made a motion to pay the bills; seconded by Councilperson Starowitz.

Ayes: Haywood, Grant, Ely, Swanson, Starowitz

Nays: None

APPROVED by: Unanimous vote (5-0)

Motion to enter into Executive Session for Union Contracts at 7:36pm: Motion was made by Councilperson Ely to enter into Executive Session; Seconded by Councilperson Swanson.

Ayes: Haywood, Grant, Ely, Swanson, Starowitz

Nays: None

APPROVED by: Unanimous vote (5-0)

Motion to exit Executive Session at 7:55 pm: Motion was made by Councilperson Swanson to exit Executive Session at 7:55 pm; Seconded by Councilperson Grant.

Ayes: Haywood, Grant, Ely, Swanson, Starowitz

Nays: None

APPROVED by: Unanimous vote (5-0)

**MEETING AND OTHER UPCOMING DATES** – Regular Town Board meeting at 7:00 pm on 7/8/2025; audit of the bills at 6:45pm.

**ADJOURNMENT** Was at 7:55 pm on a motion made by councilperson Grant*;* seconded by Councilperson Starowitz.

Ayes: Haywood, Grant, Ely, Swanson, Starowitz

Nays: None

APPROVED by: Unanimous Vote (5-0)

Respectfully submitted

**Teresa Robinson**

Teresa Robinson, Town Clerk