

**TOWN OF NEW BERLIN  
TOWN BOARD MEETING MINUTES  
February 14, 2022**

**CALL TO ORDER**

Supervisor, Robert Starr called the Regular Monthly meeting of the Town Board at Town Hall to order at 6:00p.m.

**ROLL CALL**

Supervisor: Robert Starr  
Council Members Present: Josh Burchill, Wendy Rifanburg, Roy Stockwell, John Parks  
Town Clerk: Deborah Barker  
Absent:  
Salute to the Flag was led by Robert Starr

**PUBLIC COMMENTS**

Jill from Unadilla raceway gave the Board an idea of the upcoming season schedule as well some changes in Permits needed.

Mayor Peter Lennon discussed  
The CDL program being active and on the website  
The Village is hoping to declare the old firehouse as surplus to sell with a lease agreement for 5 years to house the ambulance  
The Community yard sale is scheduled for 6/18  
Village election is 3/15  
3/5 Saint Patrick theme at the farmers market and 4/2 Earth day  
Denny Hoxie and the Memorial Parade???

**PREVIOUS MONTHS BOARD MEETING MINUTES ACCEPTED**

A motion was introduced by Burchill to accept December 29, 2021 and January 10, 2022 Board Meeting minutes, Seconded by Parks  
BURCHILL: Y PARKS: Y STARR: Y STOCKWELL: Absent RIFANBURG: Y CARRIED: 4-1

**ACCEPT MONTHLY REPORTS**

A motion was introduced by Parks to accept the monthly reports for filing, seconded by: Rifanburg BURCHILL: Y PARKS: Y  
STARR: Y STOCKWELL: Y RIFANBURG: Y CARRIED: 5-0

- Highway- Report submitted
  - A motion was made by Parks to order the 2022 Case on a 3yr lease payment schedule @3.98% interest making payments for 2023,2024,2025 of approx. 62317.00 after meeting with the salesperson, seconded by Burchill.  
BURCHILL: Y PARKS: Y STARR: Y STOCKWELL: Y RIFANBURG: Y CARRIED: 5-0
- New Berlin Police – Report submitted
  - A motion was made by Rifanburg to donate the K9 cage to Sidney police dept., with Sidney removing the cage, seconded by Parks. BURCHILL: Y PARKS: Y STARR: Y STOCKWELL: Y RIFANBURG: Y CARRIED: 5-0
  - A motion was made by Rifanburg to accept Officer Wheatleys Retirement on March 31, 2022 seconded by Parks.  
BURCHILL: Y PARKS: Y STARR: Y STOCKWELL: Y RIFANBURG: Y CARRIED: 5-0
  - A motion was made by Parks to approve Officer Kaminski to attend training on 3/1 & 3/2/22, seconded by Burchill.  
BURCHILL: Y PARKS: Y STARR: Y STOCKWELL: Y RIFANBURG: Y CARRIED: 5-0
- Town Justice – Report submitted
- SNBWD – Report submitted
- Assessor - Report Submitted
- Town Clerk – Report submitted

**ACCEPT COMMITTEE MINUTES**

- Planning Board Committee:

## **BOARD MEMBER COMMITTEE MINUTES**

Highway: John Parks  
 Buildings and Grounds: John Parks  
 Youth Program: Josh Burchill  
 Ambulance:  
 Police: Wendy Rifanburg  
 SNB Water District: Roy Stockwell

### **APPROVAL OF VOUCHERS**

Parks audited the vouchers for January 11, 2022 through February 14, 2022 and made a motion to accept and approve Seconded by Rifanburg: BURCHILL: Y PARKS: Y STARR: Y STOCKWELL: Y RIFANBURG: Y CARRIED: 5-0

### **APPROVAL OF THE BALANCE SHEET/LOAN FUND BALANCE SHEETS**

Fund	Prepay	Unpaid
<b>General</b>	<b>50309.92</b>	<b>4944.91</b>
<b>Town Outside Village</b>		
<b>Highway DA</b>		<b>34224.35</b>
<b>Highway DB</b>	<b>30382.53</b>	<b>1566.71</b>
<b>Street Lighting</b>	<b>701.98</b>	<b>693.82</b>
<b>SNB Water District</b>	<b>1081.64</b>	<b>1773.43</b>
<b>Ambulance</b>	<b>185907.</b>	

### **APPROVAL OF FINANCIAL REPORTS**

A motion to accept month end financial reports, operating statements, revolving loan funds was introduced by: Rifanburg Seconded by: Parks. BURCHILL: Y PARKS: Y STARR: Y STOCKWELL: Y RIFANBURG: Y CARRIED: 5-0

### **OLD BUSINESS**

- Holiday pay incentive for the PT Police was tabled
- Purchase policy updates approved were to add the declined ticket, void changed PO's and issue new, and the step by step policy.
- Personnel policy updates were tabled

### **NEW BUSINESS**

- A motion was made by Burchill to accept the Annual Court Audit for year ending 2021, seconded by parks. BURCHILL: Y PARKS: Y STARR: Y STOCKWELL: Y RIFANBURG: Y CARRIED: 5-0

### **CORESSPONDENCE**

None

### **EXECUTIVE SESSION**

A motion was made by Burchill to go into executive session for personnel, seconded by Parks. BURCHILL: Y PARKS: Y STARR: Y STOCKWELL: Y RIFANBURG: Y CARRIED: 5-0

### **RETURN TO REGULAR SESSION**

A motion was made by Starr to go back into regular session, seconded by Rifanburg. BURCHILL: Y PARKS: Y STARR: Y STOCKWELL: Y RIFANBURG: Y CARRIED: 5-0

A motion was made Burchill to increase the Deputy Clerk wage to 15.00 per hour effective upcoming payroll, seconded by Stockwell. BURCHILL: Y PARKS: N STARR: Y STOCKWELL: Y RIFANBURG: Y CARRIED:

4-1

A motion was made by Rifanburg to amend the office hours to close Mondays until further notice, seconded by Parks. BURCHILL: Y PARKS: Y STARR: Y STOCKWELL: Y RIFANBURG: Y CARRIED: 5-0

**ADJOURN**

A motion was made by Burchill to adjourn the meeting. Seconded by: Starr. BURCHILL: Y PARKS: Y STARR: Y STOCKWELL: Y RIFANBURG: Y CARRIED: 5-0

Minutes of the February 14, 2022 meeting were taken and typed by Deborah Barker, Town Clerk.