

**TOWN OF NEW BERLIN**  
**TOWN BOARD MEETING MINUTES**  
**January 09, 2023**

**REORGANIZATIONAL MEETING**

**Resolution #1 of 2023 – Appointments**

RESOLUTION INTRODUCED BY: Parks SECONDED BY: Rifanburg  
ROLL CALL VOTE  
BURCHILL: A PARKS: Y STARR: Y STOCKWELL: Y RIFANBURG: Y  
YES: 4 NO: 0 ABSTENTION: 0 ABSENT: 1  
CARRIED: X NOT CARRIED:

**Resolution #2 of 2023 – Designations**

RESOLUTION INTRODUCED BY: Rifanburg SECONDED BY: Parks  
ROLL CALL VOTE  
BURCHILL: A PARKS: Y STARR: Y STOCKWELL: Y RIFANBURG: Y  
YES: 4 NO: 0 ABSTENTION: 0 ABSENT: 1  
CARRIED: X NOT CARRIED:

**Resolution #3 of 2023 – Authorizations**

RESOLUTION INTRODUCED BY: Rifanburg SECONDED BY: Parks  
ROLL CALL VOTE  
BURCHILL: A PARKS: Y STARR: Y STOCKWELL: Y RIFANBURG: Y  
YES: 4 NO: 0 ABSTENTION: 0 ABSENT: 1  
CARRIED: X NOT CARRIED:

**Resolution #4 of 2023 – Petty Cash Funds**

RESOLUTION INTRODUCED BY: Parks SECONDED BY: Rifanburg  
ROLL CALL VOTE  
BURCHILL: A PARKS: Y STARR: Y STOCKWELL: Y RIFANBURG: Y  
YES: 4 NO: 0 ABSTENTION: 0 ABSENT: 1  
CARRIED: X NOT CARRIED:

**Resolution #5 of 2023 – Compensation Schedule**

RESOLUTION INTRODUCED BY: Stockwell SECONDED BY: Parks  
ROLL CALL VOTE  
BURCHILL: A PARKS: Y STARR: Y STOCKWELL: Y RIFANBURG: Y  
YES: 4 NO: 0 ABSTENTION: 0 ABSENT: 1  
CARRIED: X NOT CARRIED:

Motion to close the Reorganizational meeting and go into the regular Board Meeting was introduced by Starr, Seconded by Parks.  
Carried 4-1

**CALL TO ORDER**

Deputy Supervisor, Roy Stockwell called the Regular Monthly meeting of the Town Board at Town Hall to order at 6:20p.m.

**ROLL CALL**

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

**PUBLIC COMMENTS**

Mayor Peter Lennon discussed the following topics:  
\*Village election 3/21 \*Additional EMS personnel \*Safer Slower Committee \*Appreciate the NBPd for coverage  
\*Sale of the old firehouse \*Restore NY Grant \*Earth Day in April \*Press release for OFC rehab and Broadband project  
\*Adjusting the CDL program loans \*Upgrading Village water meters

**Resolution #6 of 2023 – Authorizing the Supervisor to Pay Budgeted Fire Contracts**

RESOLUTION INTRODUCED BY: Rifanburg SECONDED BY: Parks  
ROLL CALL VOTE  
BURCHILL: A PARKS: Y STARR: Y STOCKWELL: Y RIFANBURG: Y  
YES: 4 NO: 0 ABSTENTION: 0 ABSENT: 1  
CARRIED: X NOT CARRIED:

**Resolution #7 of 2023 – Establishing Monthly Board Meeting**

RESOLUTION INTRODUCED BY: Parks SECONDED BY: Rifanburg  
ROLL CALL VOTE  
BURCHILL: A PARKS: Y STARR: Y STOCKWELL: Y RIFANBURG: Y  
YES: 4 NO: 0 ABSTENTION: 0 ABSENT: 1  
CARRIED: X NOT CARRIED:

**Resolution #8 of 2023 – Town Committees and Board terms**

RESOLUTION INTRODUCED BY: Parks SECONDED BY: Rifanburg  
ROLL CALL VOTE  
BURCHILL: A PARKS: Y STARR: Y STOCKWELL: Y RIFANBURG: Y  
YES: 4 NO: 0 ABSTENTION: 0 ABSENT: 1  
CARRIED: X NOT CARRIED:

**Resolution #9 of 2023 – Authorizing the Town of New Berlin to hire David Merzig and Town Attorney**

RESOLUTION INTRODUCED BY: Parks SECONDED BY: Rifanburg  
ROLL CALL VOTE  
BURCHILL: A PARKS: Y STARR: Y STOCKWELL: Y RIFANBURG: Y  
YES: 4 NO: 0 ABSTENTION: 0 ABSENT: 1  
CARRIED: X NOT CARRIED:

## PREVIOUS MONTHS BOARD MEETING MINUTES ACCEPTED

A motion was introduced by Parks to accept December 28 2023 Board Meeting minutes, Seconded by Rifanburg Carried 4-1

## ACCEPT MONTHLY REPORTS

A motion was introduced by Rifanburg to accept the monthly reports for filing, seconded by: Parks Carried 4-1

- Highway- Report submitted
  - Highway Garage inventory was included in the report. The Board discussed having all major departments due an annual inventory.
- New Berlin Police – Report submitted
  - A motion was made by Starr to pay for Good Samaritan drop offs to the SPCA but not have any Town employee sign the disposition report, seconded by Parks. Carried 4-1
  - A motion was made to table ordering Microsoft for the Town Computers until February awaiting a quote, seconded by Parks. Carried 4-1
  - A motion was made by Rifanburg to table a decision on Ranks for 60 days so she can research, seconded by Parks. Carried 4-1
- Town Justice – Report submitted
- SNBWD – Report submitted
- Assessor - Report Submitted
- Town Clerk – Report submitted
  - Collected \$400,000 in Taxes to date, cutting a check to the Town for \$350,000

## ACCEPT COMMITTEE MINUTES

- Planning Board Committee: Held a special meeting in December for 3 minor subdivisions

## 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

Rifanburg audited the vouchers for December 29, 2022 through January 09, 2023 and made a motion to accept and approve Seconded by Parks: Carried 4-1

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

Fund	Prepay	Unpaid
General	866.68	5838.82
Town Outside Village		1100.00
Highway DA		17410.47
Highway DB	80.00	1425.46
Street Lighting		
SNB Water District	31250.00	
Ambulance		

## APPROVAL OF FINANCIAL REPORTS

A motion to accept month end financial reports, operating statements, revolving loan funds was introduced by: Rifanburg, Seconded by: Stockwell. Carried 4-1

## **OLD BUSINESS**

- A motion was made by Starr to switch Millbrooks reservation software to be hosted by Reserve America, seconded by John BURCHILL: A PARKS: Y STARR: Y STOCKWELL: Y RIFANBURG: N Carried 3-1-1

## **NEW BUSINESS**

- A motion was made by Rifanburg to accept Supervisor Starrs resignation (effective 1/31/23), seconded by Parks. BURCHILL: Absent PARKS: Y STARR: abstain STOCKWELL: Y RIFANBURG: N Carried 3-1-1
  - John parks wanted to publicly thank Bob for all he has done. Teresa Planning Board Chair also added he has been committed to this Town and Village for many years and always served in a professional manner. He has been a great service and all thank him. Standing ovation.
- A motion was made by Stockwell to accept Councilman Josh Burchills resignation (effective 1/6/23), seconded by Rifanburg. BURCHILL: Absent PARKS: Y STARR: Y STOCKWELL: Y RIFANBURG: Y Carried 4-1
  - Wendy wanted to add he will be missed as he was an asset to this board, all agreed.
- A motion was made by Rifanburg to extend the Town Clerks office hours to 6:00PM on Thursdays until June, seconded by Parks. Carried 4-0 (vacancy)
- A motion was made by Starr to move February Board meeting to the Wednesday 2/15/23 at 6:00PM, seconded by Parks. 4-0 (Vacancy)

## **CORRESPONDENCE**

None

## **ADJOURN**

Motion to adjourn was made by Rifanburg, seconded by Stockwell, carried 4-0 (vacancy)

Minutes of the January 09, 2023 meeting were taken and typed by Deborah Barker, Town Clerk