

**TOWN OF NEW BERLIN**  
**TOWN BOARD MEETING MINUTES**  
**June 12, 2023 (Amended)**

**CALL TO ORDER**

Councilman Roy Stockwell called the Regular Monthly meeting of the Town Board at Town Hall to order at 6:00PM

**ROLL CALL**

Supervisor: Vacant

Council Members Present: Roy Stockwell, Wendy Rifanburg, John Parks, and Sarah Wales-Wright

Town Clerk: Deborah Barker

Absent:

Salute to the Flag was led by Roy Stockwell

**PUBLIC COMMENTS**

- Holmesville Hill Rd update requested, The case is currently in the Courts
- Resident inquired about Cold War exemption, Board will look into it.

Peter Lennon discussed the following topics: \*Yard sale days this Sat/Sun\*Plant/Bake sale for the Methodist church\*Repaving Academy will begin in June/July\*Village office hours will be M,W,Th, F 8-4 (lunch 1-2) and Tuesday 10-6 (lunch 2-3)

**PREVIOUS MONTHS BOARD MEETING MINUTES**

A motion was introduced by Stockwell to accept the May 08, 2023 Minutes, seconded by Rifanburg. Carried PARKS: N STOCKWELL: Y RIFANBURG: Y WALES-WRIGHT: Y CARRIED: 3-1 (vacancy)-1 No

**ACCEPT MONTHLY REPORTS**

A motion was introduced by Parks to accept the monthly reports for filing, seconded by: Wales-Wright PARKS: Y STOCKWELL: Y RIFANBURG: Y WALES-WRIGHT: Y CARRIED: 4-1 (vacancy)

- Highway- Report submitted
  - A motion was made by parks to surplus the 2016 F250 & 2017 Chevy 3500 pending replacement trucks, seconded by Rifanburg. PARKS: Y STOCKWELL: Y RIFANBURG: Y WALES-WRIGHT: Y CARRIED: 4-1 (vacancy)
  - A motion was made by Parks to hire Justin Weidman as MEO to start on 6/20/23, seconded by Wales-Wright PARKS: Y STOCKWELL: Y RIFANBURG: A WALES-WRIGHT: Y CARRIED: 3-1 (vacancy)-1 (abstention)
  - A motion was made by Parks to hire Donald Kuhn as MEO to start on 6/26/23, seconded by Wales-Wright PARKS: Y STOCKWELL: Y RIFANBURG: Y WALES-WRIGHT: Y CARRIED: 4-1 (vacancy)
- New Berlin Police – Report submitted
  - A motion was made by Rifanburg to allow employees to join AFLAC as town payroll withdrawal, seconded by Parks. PARKS: Y STOCKWELL: Y RIFANBURG: Y WALES-WRIGHT: Y CARRIED: 4-1 (vacancy)
- Town Justice – Report submitted
  - Inventory submitted
- SNBWD – Report submitted
  - The Board would like estimates from Barton & Logudice and Delaware engineering on upgrades to the system.
- Assessor - Report Submitted
  - A motion was made Rifanburg to change the Assessor's office hours from Tuesday 8-12 to Friday 8-12, seconded by Wales-Wright. PARKS: Y STOCKWELL: Y RIFANBURG: Y WALES-WRIGHT: Y CARRIED: 4-1 (vacancy)
  - A motion was made by Rifanburg to purchase Microsoft office for the Assessors computer, seconded by Wales-Wright. PARKS: Y STOCKWELL: Y RIFANBURG: Y WALES-WRIGHT: Y CARRIED: 4-1 (vacancy)
- Town Clerk – Report submitted
  - Town Clerk has completed Property Tax collections
  - Inventory submitted

**ACCEPT COMMITTEE MINUTES**

- Planning Board Committee: Spoke with Johnson in reference a building project at the New Berlin Vet site

**BOARD MEMBER COMMITTEE MINUTES**

Highway: John Parks

Buildings and Grounds: John Parks

Youth Program: Sarah Wales-Wright

- A motion was made Parks to purchase equipment for Millbrook, list provided by Wales-Wright totaling approximately \$2,000.00, seconded by Rifanburg. PARKS: Y STOCKWELL: Y RIFANBURG: Y WALES-WRIGHT: Y CARRIED: 4-1 (vacancy)

Ambulance:

Police: Wendy Rifanburg

SNB Water District: Roy Stockwell

### APPROVAL OF VOUCHERS

Wales-Wright audited the vouchers for May 09, 2023 through June 12, 2023 and made a motion after a few questions to accept and approve, Seconded by Rifanburg: PARKS: Y STOCKWELL: Y RIFANBURG: Y WALES-WRIGHT: Y CARRIED: 4-1 (vacancy)

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

| Fund                 | Prepay  | Unpaid   |
|----------------------|---------|----------|
| General              | 3894.49 | 13592.15 |
| Town Outside Village | 1340.00 | 2402.49  |
| Highway DA           | -       | -        |
| Highway DB           | 530.66  | 90464.47 |
| Street Lighting      | 1251.38 |          |
| SNB Water District   | 185.44  | 24.65    |
| Ambulance & Fire     |         |          |

### APPROVAL OF FINANCIAL REPORTS

A motion to accept month end financial reports, operating statements, revolving loan funds was introduced by: Parks, Seconded by: Rifanburg. PARKS: Y STOCKWELL: Y RIFANBURG: Y WALES-WRIGHT: Y CARRIED: 4-1 (vacancy)

### OLD BUSINESS

### NEW BUSINESS

- NYSEG lighting District contract tabled for further clarification
- A motion was made by Rifanburg to transfer the money in some savings accounts to Money Market accounts for higher interest, seconded by Wales-Wright. PARKS: Y STOCKWELL: Y RIFANBURG: Y WALES-WRIGHT: Y CARRIED: 4-1 (vacancy)
- A motion was made by parks to have Tuller pump the SNBW tanks for \$500.00, seconded by Rifanburg. PARKS: Y STOCKWELL: Y RIFANBURG: Y WALES-WRIGHT: Y CARRIED: 4-1 (vacancy)
- A motion was made by Wales-Wright to create two additional custodial positions for Millbrook, seconded by Rifanburg. PARKS: Y STOCKWELL: Y RIFANBURG: Y WALES-WRIGHT: Y CARRIED: 4-1 (vacancy)
- A motion was made by Wales-Wright to increase Highway Superintendent purchase amount to 5,000, over 5,000.00 call Highway Commissioner whose approval is increased to 10,000.00, seconded by Parks. PARKS: Y STOCKWELL: Y RIFANBURG: Y WALES-WRIGHT: Y CARRIED: 4-1 (vacancy)

#### Resolution #16 of 2023 – Authorizing the transfer of funds from the Highway DB/DA Truck reserves

RESOLUTION INTRODUCED BY: Parks SECONDED BY: Stockwell

ROLL CALL VOTE: STOCKWELL: Y PARKS:Y RIFANBURG:Y WALES-WRIGHT:Y YES: 4 NO: 0 ABSTENTION: 0 ABSENT: 0 VACANCY:1  
CARRIED: X NOT CARRIED:

#### Resolution #17 of 2023 – Authorizing the amendment of the budget to record transfer of fund from contingency to Justice C/E in the amount of \$1500.00 to cover expenses in excess of the budget

RESOLUTION INTRODUCED BY: Parks SECONDED BY: Rifanburg

ROLL CALL VOTE: STOCKWELL: Y PARKS:Y RIFANBURG:Y WALES-WRIGHT:Y YES: 4 NO: 0 ABSTENTION: 0 ABSENT: 0 VACANCY:1  
CARRIED: X NOT CARRIED:

**Resolution #18 of 2023 – Authorizing the amendment of the budget to record transfer of funds from Contingency to Millbrook C/E in the amount of \$1704.29 to cover expenses in excess of the budget**

RESOLUTION INTRODUCED BY: Wales-Wright SECONDED BY: Rifanburg

ROLL CALL VOTE: STOCKWELL: Y PARKS:Y RIFANBURG:Y WALES-WRIGHT:Y YES: 4 NO: 0 ABSTENTION: 0 ABSENT: 0 VACANCY:1

**Resolution #19 of 2023 – Authorizing the transfer of funds from the Millbrook reserve to Millbrook C/E in the amount of \$10,000**

RESOLUTION INTRODUCED BY: Wales-Wright SECONDED BY: Rifanburg

ROLL CALL VOTE: STOCKWELL: Y PARKS:Y RIFANBURG:Y WALES-WRIGHT:Y YES: 4 NO: 0 ABSTENTION: 0 ABSENT: 0 VACANCY:1

CARRIED: X NOT CARRIED:

CARRIED: X NOT CARRIED:

- A motion was made by Parks to authorize a special payroll for Retirement purposes on 6/29/23, seconded by Rifanburg. PARKS: Y STOCKWELL: Y RIFANBURG: Y WALES-WRIGHT: Y CARRIED: 4-1 (vacancy)
- A motion was made by Parks to accept the retirement/resignation of Thomas Petry as MEO at the Town Highway department, seconded by Rifanburg. PARKS: Y STOCKWELL: Y RIFANBURG: Y WALES-WRIGHT: Y CARRIED: 4-1 (vacancy)
- A motion was made by Parks to accept the retirement/resignation of Brett Schragg as MEO at the Town Highway department, seconded by Rifanburg. PARKS: Y STOCKWELL: Y RIFANBURG: Y WALES-WRIGHT: Y CARRIED: 4-1 (vacancy)
- A decision was made to hold a Committee meeting on 6/26/23 @ 6:PM for procurement policy, Work orders, SNBWD, and Millbrook
- A motion was made to hold a public hearing on a Local Law for Bingo on July 10, 2023 @5:45
- FYI, Roy heard back from the study at the old landfill and the samples show there are some residuals, he is awaiting a full report.

**CORRESPONDENCE**

Dam inspection is scheduled for 6/26/23 @ 9:00AM

**EXECUTIVE SESSION  
RETURN TO REGULAR SESSION**

**ADJOURN @ 9:10PM**

A motion was made by Parks to adjourn the meeting. Seconded by: Wales-Wright. PARKS: Y STOCKWELL: Y RIFANBURG: Y WALES-WRIGHT: Y CARRIED: 4-1 (vacancy)

Minutes of the June 12, 2023 meeting were taken and typed by Deborah Barker, Town Clerk