

TOWN OF NEW BERLIN
TOWN BOARD MEETING MINUTES
January 10, 2022

REORGANIZATIONAL MEETING

Resolution #1 of 2022 – Appointments

RESOLUTION INTRODUCED BY: Parks SECONDED BY: Burchill
ROLL CALL VOTE
BURCHILL: Y PARKS: Y STARR: Y STOCKWELL: Y RIFANBURG: Y
YES: 5 NO: 0 ABSTENTION: 0 ABSENT: 0
CARRIED: X NOT CARRIED:

Resolution #2 of 2022 – Designations

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

Resolution #3 of 2022 – Authorizations

RESOLUTION INTRODUCED BY: Parks SECONDED BY: Burchill
ROLL CALL VOTE
BURCHILL: Y PARKS: Y STARR: Y STOCKWELL: Y RIFANBURG: Y
YES: 5 NO: 0 ABSTENTION: 0 ABSENT: 0
CARRIED: X NOT CARRIED:

Resolution #4 of 2022 – Petty Cash Funds

RESOLUTION INTRODUCED BY: Stockwell SECONDED BY: Rifanburg
ROLL CALL VOTE
BURCHILL: Y PARKS: Y STARR: Y STOCKWELL: Y RIFANBURG: Y
YES: 5 NO: 0 ABSTENTION: 0 ABSENT: 0
CARRIED: X NOT CARRIED:

Resolution #5 of 2022 – Compensation Schedule

RESOLUTION INTRODUCED BY: Burchill SECONDED BY: Rifanburg
ROLL CALL VOTE
BURCHILL: Y PARKS: Y STARR: Y STOCKWELL: Y RIFANBURG: Y
YES: 5 NO: 0 ABSTENTION: 0 ABSENT: 0
CARRIED: X NOT CARRIED:

**Resolution #6 of 2022 – Authorizing the Supervisor to Pay
Budgeted Fire Contracts**

RESOLUTION INTRODUCED BY: Parks SECONDED BY: Rifanburg
ROLL CALL VOTE
BURCHILL: Y PARKS: Y STARR: Y STOCKWELL: Y RIFANBURG: Y
YES: 5 NO: 0 ABSTENTION: 0 ABSENT: 0
CARRIED: X NOT CARRIED:

Resolution #7 of 2022 – Establishing Monthly Board Meeting

RESOLUTION INTRODUCED BY: Rifanburg SECONDED BY: Stockwell
ROLL CALL VOTE
BURCHILL: Y PARKS: A STARR: Y STOCKWELL: Y RIFANBURG: Y
YES: 5 NO: 0 ABSTENTION: 0 ABSENT: 0
CARRIED: X NOT CARRIED:

Resolution #8 of 2022 – Town Committees and Board terms

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

**Resolution #9 of 2022 – Authorizing the Town of New Berlin
to hire David Merzig and Town Attorney**

RESOLUTION INTRODUCED BY: Stockwell SECONDED BY: Burchill
ROLL CALL VOTE
BURCHILL: Y PARKS: Y STARR: Y STOCKWELL: Y RIFANBURG: Y
YES: 5 NO: 0 ABSTENTION: 0 ABSENT: 0
CARRIED: X NOT CARRIED:

Motion to close the Reorganizational meeting @ 6:10PM and go into the regular Board Meeting was introduced by Burchill,
Seconded by Stockwell. Carried 5-0

CALL TO ORDER

Supervisor, Robert Starr called the Regular Monthly meeting of the Town Board at Town Hall to order at 6:10p.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

Mayor Peter Lennon discussed the progress on the Community Development loan program within the Village, as well as the Ambulance. He also let the Board know that there was a resignation on the Village Board of Trustees.

PREVIOUS MONTHS BOARD MEETING MINUTES ACCEPTED

A motion was introduced by Parks to accept December 13 and table the December 29, 2021 Board Meeting minutes, Seconded by Stockwell Carried 5-0

ACCEPT MONTHLY REPORTS

A motion was introduced by Burchill to accept the monthly reports for filing, seconded by: Rifanburg Carried 5-0

- 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
 - Add the Police phone number to the frontier Mitel system message
 - A motion was made by Rifanburg to add one hour pay to Kaminski’s time card to bring the radar to Syracuse, seconded by Burchill. Carried 5-0
 - Rifanburg would like it noted that she didn’t get the Purchase policy respect in the past
- Town Justice – Report submitted
- SNBWD – Report submitted
- Assessor - Report Submitted

Resolution #11 of 2022 – Authorizing the Assessor to waive the renewal application for real property law 467

RESOLUTION INTRODUCED BY: Rifanburg SECONDED BY: Burchill
ROLL CALL VOTE
BURCHILL: Y PARKS: Y STARR: Y STOCKWELL: Y RIFANBURG: Y
YES: 5 NO: 0 ABSTENTION: 0 ABSENT: 0
CARRIED: X NOT CARRIED:

- 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

Rifanburg audited the vouchers for December 29, 2021 through January 10, 2022 and made a motion to accept and approve Seconded by Parks: Carried 5-0

APPROVAL OF THE BALANCE SHEET/LOAN FUND BALANCE SHEETS

Fund	Prepay	Unpaid
General	5693.17	1868.86
Town Outside Village	956.25	
Highway DA	826.10	10874.37
Highway DB		424.82
Street Lighting		
SNB Water District	31301.19	
Ambulance		

APPROVAL OF FINANCIAL REPORTS

A motion to accept month end financial reports, operating statements, revolving loan funds was introduced by: Parks Seconded by: Rifanburg. Carried 5-0

OLD BUSINESS

- Holiday pay incentive for the PT Police was tabled for further discussion
- Purchase policy updates were tabled
- Personnel policy updates were tabled

Resolution #17 of 2021 – Authorizing transfer of appropriated funds with explanations of changes

RESOLUTION INTRODUCED BY: Burchill SECONDED BY: Stockwell
ROLL CALL VOTE
BURCHILL: Y PARKS: Y STARR: Y STOCKWELL: Y RIFANBURG: Y
YES: 5 NO: 0 ABSTENTION: 0 ABSENT: 0
CARRIED: X NOT CARRIED:

NEW BUSINESS

- A motion was made by Burchill to sign the contract with principle LLC to draw up plans for Millbrook upgrades, seconded by Starr. Carried 5-0
- A motion was made by Rifanburg to amend the October minutes to reflect that Holiday incentive pay for PT Police Officers was tabled, seconded by Stockwell. Carried 3-2
- A motion was made by Rifanburg to approve Kaminski to attend the evidence certification training 2/1 & 2/2/2022, seconded by Burchill. Carried 5-0
- A motion was made by Burchill to hire North shore solutions for 12 hrs per year @ \$540 to update the website and emails, seconded by Starr. Carried 5-0

Resolution #10 of 2022 – Authorizing the transfer of funds from the Millbrook reserve

RESOLUTION INTRODUCED BY: Burchill SECONDED BY: Rifanburg
ROLL CALL VOTE
BURCHILL: Y PARKS: Y STARR: Y STOCKWELL: Y RIFANBURG: Y
YES: 5 NO: 0 ABSTENTION: 0 ABSENT: 0
CARRIED: X NOT CARRIED:

CORRESPONDENCE

None

ADJOURN

Motion to adjourn @ 8:14 was made by Parks, seconded by Stockwell, carried 5-0

Minutes of the January 10, 2022 meeting were taken and typed by Deborah Barker, Town Clerk