Village of New Berlin

Minutes of March 14, 2023

**CALL TO ORDER**

The regular meeting for the Village of New Berlin was called to order at 6:30 PM by Mayor, Peter Lennon.

**ATTENDANCE**

Members Present: Peter Lennon, Mayor

Dave Smith, Trustee/Deputy Mayor

Michelle Priola, Trustee

Maryellen Canuel, Trustee

Jim Crawford, Trustee

Members Absent:

Others Present: Jared Kline, Don Anderson, Dale Barton (Honoree), Randy Brundage, Patrick Wright, Sarah Wales-Wright, Anthony Canuel, and Elaine Lennon.

**ROLL CALL**:

Priola – here

Crawford – here

Canuel– here

Smith – here

Lennon – here

**PRIOR MINUTES**

Minutes of the February 14th meetings were approved on motion by Maryellen Canuel. The motion was seconded by Dave Smith. VOTE: Priola – yes, Canuel – yes, Smith – yes, Crawford – yes, Lennon – yes. APPROVED

**PUBLIC CONCERNS AND VISITORS**

Mayor Lennon acknowledged and thanked Michelle Priola for her attention to detail and her length of service to the Village, as this is her last official meeting on the board.

Anthony Canuel inquired if Mayor Lennon had attended the meeting at the Town of New Berlin the previous night, and if so, what the number of citations issued by the police department was last month. Mayor Lennon confirmed that he had attended the meeting. Patrick Wright volunteered that he was also in attendance and that there were 44 citations issued last month. Patrick also add that Lisa, the new police offer, is going to be able to pull over truck drivers and review their logs. She will be receiving the special training from the DOT. They continue to push hard on this matter. Houses in the Village are being rattled on a regular basis.

Dale Barton was recognized with a proclamation for his service to the Village of New Berlin and the New Berlin Ambulance Service as well as the larger group within Otsego and Chenango County Emergency Management Services.

There were no other public concerns or comments brought to the attention of the board.

**FIRE DEPARTMENT**

Don Anderson of the Fire Department was in attendance, reports were submitted for board review. The Fire Department went on 11 calls in January, and 8 calls in the month of February. The calls from January were corrected from last month’s meeting. They have responded to 19 calls in 2023. They were able to respond to 4 mutual aid calls Trucks were just looked at; the AED is outdated and they are not able to obtain additional supplies for it. Dale recommended they look at Zohl for a new AED. It should be within Dave’s approval limits.

**EMS Report**

The EMS Report was submitted given by Randy Brundage. There was a total of 36 calls for the month. 18 calls were billable. 63 calls year to date.

Pete added that the projected budget seen thus far was based on 300-310 calls; we are currently at 40 billable calls for the year, which would project us out to 240-242 calls for the year. We have had some downtime both for equipment and manpower wise. Pete does believe that 275 transports may be more reasonable to attain now that the equipment has been repaired.

Randy is researching a narcotic safe. Dale sent ours out for repair. We are currently using a work around now, but we will need a new narcotic safe which will be somewhere around $2,000. Thursday Pete is meeting with the entire EMS team, to sort things out as we build the team. Two ALS will be re-joining end of April/beginning of May, and a new BLS that has just completed his second shift. The new ALS and BLS lists will be coming out within the next week. They need to see what the market will bear before seeing where people will fit. There are a few people we would like to see join the New Berlin Ambulance Service. Mayor Lennon will be able to give more details after the meeting on the 16th.

**DPW**

The DPW has been doing quite a few repairs this last month. The 2012 spreader chain broke along with a rear seal. The new truck had an electrical problem with a switch, and it would dump salt rather than spread it, the truck was fixed by Charles Stahl. At the last storm the main fuse popped on the backhoe. Clinton Tractor replaced the fuse after a few hours of diagnostics. The Village passed the 2022 water quality report. Jared sent in his water license renewal; it is now good until 2025. They brought in cold patch to warm up so then can patch some holes when it warms next week. There was a small leak found on Lake Street, called NY Rural Water for second opinion, it may be either Lake Street Lanes or the old laundry mat. Working on getting clamps to fix it. They will be digging on the side of the street. They have been busy fixing water meters. There are still some families resistant to have their meters repaired. There are about 29 meters still in need of replacing, new more assertive letters will be sent out next week.

Ryan Loveland, Mayor Lennon, and Mike DiCordova met telephonically with Barton & Loguidice and, they have a good direction as to the needs of the trailer park.

**GRANT STATUS**

There has been no change in the SAMS grant. SAMS grant is still active, just a matter of getting those funds released in Albany. Mayor Lennon will be writing a letter to the editor.

The Water assistance program has had one application since the last meeting.

The Village received the max amount of $1,500 from the Stewarts matching grant that goes to the Summer Youth Program. The Village is grateful to once again be a recipient of this grant.

Kelly is currently working with Nest on a heating and cooling campaign. A webinar will be open to the public on the 16th of March from 7-8pm. Flyers have been posted on the Village website calendar, on the Village Facebook page, the community bulletin board and throughout the community. There is an event link page to register for the event. Mayor Lennon encouraged everyone to spread the word as the Village would be awarded a grant based on the number of applicants that sign up for services and or upgrades to the heating and cooling systems.

RD Water grant is being pursued along with a WIAA grant, RD has a revolving submission period. It was under review as of last week, and due for submission soon. Funds awarded through the RD Grant can be removed or converted to loans as other awards are received. The WIAA grant is a better way to go but RD is a path worth pursuing.

Other activity involving the water project include letters that have been sent to Senator Schumer, Congressman Molinaro and Senator Gillibrand requesting a minimum of $1.5 million for the Village water project to be included as an earmark of the house and senate appropriations bill for 2024. It is several months out prior to budget approval. Pete is working with scheduling a meeting with Senator Schumer, and has a meeting scheduled for Monday with Congressman Molenaro’s staff to reinforce the importance of this project. He is optimistic about it, as Molinaro’s office called Mayor Lennon to see if the Village needed anything in support of the winter storm.

**COMMITTEE REPORTS**

Tony Canuel presented the board with an updated status report for the CD Loan committee. There are currently 4 loans, with no delinquent payments. The investment of $50,000 in funds into 2 CD’s has been completed. There is currently $147,846 available for lending.

Patrick Wright and Pete Lennon gave an update on the plans for the Earth Day Celebration that is being planned for April 22 in the Village. Cassella has donated a dumpster for the event, they are trying to get the County to donate the weight in trash that is collected. They have 8 tables for the event. There will be informational booths open at the Community Center from 10 am to 2pm. There will be information about recycling from Cassella, Environmental Conservation from Rogers, free paper shredding provided by NBT bank, and much more! They are also trying to get a medication collection coordinated with the Police Department. T’s Dinner is looking into doing a food truck if their truck is ready for then.

There are several volunteers from Chobani and Preferred who will be helping with site preparation and yard work.   The Adopt-A-Highway effort is also ongoing on that day- Pete will be coordinate that piece with Patti Schrag.

Lisa Serredilla has resigned from the committee. They have two new members that are tentatively joining the committee but will be attending a meeting prior to being brought to the board for approval. Power washing company from Oneonta has offered his services for free, but there will need to be a hold harmless agreement in place for his safety. Volunteers will be cleaning up properties and doing landscaping for those who are interested in the assistance. Kelly will be asked to include a letter with a survey with the water bill mailing later this month. Mayor Lennon has a few suggested changes prior to the PDF being sent to Kelly. Historic Markers will also be put up that weekend as well. The dedication will be on the 28th of April.

The Chobani Community Center Committee did not have anything to report.

The Planning committee did not meet last cycle due to sickness and other commitments. Pete will meet with Mayor of Little Falls to identify how they moved forward with their Comprehensive Plan, as they have done the survey piece of the plan and have experiences that can be beneficial to the Village.

The Safer, Slower, New Berlin Committee did meet over the last month, but unfortunately lacked representation at the board meeting. A report was submitted to the board prior to the meeting. Their primary focus is on creating an outreach strategy and marketing the committee. They are also reaching out to Josh Brigham State DOT to take steps in reducing speed limits from 35-25 in accordance with State Law.

They are also identifying unsafe sidewalks to identify sidewalks that need repairs and make them aware of the sidewalk replacement program that the Village offers in which the cost of replacement is supplemented, the resident covers the cost of materials while the Village covers the cost of the labor. The Safer, Slower New Berlin Committee is in support of the Mayor’s efforts to purchase and place a sign for the municipal parking behind the Town of New Berlin building. This can be used for parking for the soon to be open Chinese Restaurant.

**OLD BUSINESS**

The deposit has been mailed to RCR; the equipment enabling keyless entry should be delivered this week. They will be scheduling installation with Dave and Maryellen once they have confirmed receipt of all the equipment.

The Revitalization and Rehabilitation Chapter of the Comprehensive Plan, all 19 pages, are available for the boards review and perusal. Pete will be meeting with the Mayor of Little Falls next week.

Maryellen has sent the list of cameral locations to Dave Kaminski at the Town Police Department. He is currently estimating a cost between $10,000 and $12,000 for the camera systems. He had given Maryellen a link for a grant, and through a series of qualifier questions, Maryellen found that the Village does not meet the qualifying criteria to apply for funding. The Board will revisit the discussion with the upcoming budget workshops. She does not believe there will be much opportunity to offset the cost of the cameras.

Jim has received an email on purchasing bulk fuel for 20 cents a gallon less than we are paying now. There are two options with this vendor, we can pay in full for a bulk estimate amount or pay a certain amount above current rates at the time of each order. Jim will forward the email on to the board for review and then move forward. No other bids were received, the deadline for bid submission was today.

Maryellen has not heard anything back owners of the old Mang building regarding the parking spaces owned by the Village. She will follow up with the attorney again.

Dave has scheduled the remaining piece for the audit of the office for March 27th at noon.

The Election is on March 21st from 12 noon until 9pm. Jared is on board to move the sign and set up the restricted area. There is an oath of office to be signed by the inspectors. Kelly Banks will be there the entire day. Peggy Finegan and Jeff Kellar will be splitting the day.

The Boy Scouts will be using Moss Street on the 16th of June from 5-9 for their annual go-cart derby. Kelly will follow up to make sure insurance documents are received from the Boy scouts. Kevin will need to coordinate with Jared for cones, or saw horses or purchase hay to SLOW the carts at the base of the hill prior to the entrance into the Moss and Green Street intersection.

The Easter Egg hunt will have a rain location at the school. The facility use form will need to be filled out once it has been determined who the Commissioner of Youth will be after the election. It gets returned to Sharon White at the District Office. Everything is in the corner of the office for the egg hunt. All flyers and social media are complete, the new Commissioner will need to find a new Easter Bunny and find volunteers to fill the eggs and set them out. Rich Potter is aware of some of the requirements if he is elected and appointed the position of youth commissioner. There have been two candidates identified to be the Easter Bunny.

The buyer for the old firehouse has not heard from their attorney that any of the closing documents are ready. Maryellen has sent a follow-up email to the Village attorney to see if he can prompt a response.

The next budget workshop will be held on the 30th at 6pm in the Village office. In addition to the financial review, we need a running log of the complaint form, so we have a monthly eye on review of the report.

Jim will be working with Kelly on the paving bids. The board would like to re-solicit the same three streets as last year but would like the focus to be on Academy Street.

**NEW BUSINESS**

The Fire Department inspections and repairs on all trucks and two pumps will cost $10,000. Dave made a motion to approve the $10,000 spend to go through all the trucks and the pumps for the inspection and repairs of the trucks and two pumps. Michelle Priola seconded the motion. VOTE: Priola – yes, Canuel – yes, Smith – yes, Crawford – yes, Lennon – yes. APPROVED Mayor Lennon has requested a written report for insurance purposes.

The board discussed a request from the DPW to alter their hours for the summer to operate on a 4-day a week, 10 hours per day schedule. According to Jim, several counties and towns offer this for their employees. It would not cost the Village any extra money, but it would save money for the employees. Pete asked if the schedule would be scheduled on alternating basis. Pete and Dave were concerned that if they were all scheduled for the same 4-day schedule, if anything happened on Friday, it would be overtime for anyone that came in on Friday. Staggered schedules or on call schedules, and should be implemented on a trial basis. Jim has been asked to work with Jared on a proposal as to what the details would look like so that it can be discussed further at the next budget meeting. Maryellen mentioned that the ability of employees taking time off may also impede the option of changing the schedule, the board will review further in the coming weeks.

The EMS department had a resignation in the middle of the shift last pay period. He resigned by way of voicemail. Michelle suggested the voicemail be saved in case it is needed for future purposes. Dave Smith made the motion to accept the resignation of Ed Lentz from the New Berlin Ambulance Service. Michelle Priola seconded the motion. VOTE: Priola – yes, Canuel – yes, Smith – yes, Crawford – yes, Lennon – yes.

The discussion on investment of the reserve funds and online fillable forms was tabled until Kelly could be in attendance and provide her input.

The board discussed the Farmers Market usage of the community center, they have expressed a concern over the cost of the usage of the space during inclement weather. Mayor Lennon has expressed that this is not a Village Sponsored activity, although they may be able to find sponsorship to cover the charge. They would have to pay for the use of the space or find an alternative location in the event of inclement weather as the revisions to the rental agreement fees would also extend to the use by the Farmer’s Market.

The board discussed the fees of the usage of the community center by the Fire Department and fees that may be necessary. Maryellen is still in the process of researching this and will follow up at a later meeting.

The Village board discussed a request to add material for senior citizens to the Village website, the board has tabled this discussion until such time that the new website is set up. It should be determined that the organization is a not for profit.

Mayor Lennon discussed a meeting he had with the DPW and the owner of the trailer park last week. The metering and flow pressure at the Trailer Park is and has been for some time very poor. The flow pressure at the hydrant going into the park, which is the last measurable point on Village side of the property line is measuring 92 pounds of pressure. It then goes into a half inch line that is a spiderweb with a lot of tributaries off the main trunk. It gives very little pressure to the people in the trailer park. We would like to integrate the line into the Village system. If we can measure the flow and pressure that those individuals have, and it does not meet state standards it would give us additional added points for our grant proposal for the water improvement project.

Mayor Lennon thinks it would give us a stronger position, as many as 10-15 points for the water project. To do so we need to add a meter pit, costing more than $2,000 and perform 45 – 60 days of measuring. This would then get turned into the county and the county would put a cover letter on it to allow us to be qualified for those additional points in the grant program. This does not relieve the property owner of needing to provide a near term solution for the residents on his property in the trailer park. The people need better water pressure. If every fixture is on, it must maintain 20 pounds of pressure, there are leaks in the line, the line is bad to start with, and is too small to adequately feed the population of the park. Mayor Lennon would like board approval for $3,500 for a meter pit to be put in at the end of the trailer park to allow for the data for submission on the flow. The letter must be in by the 16th of June. The property owner has given his permission. Michelle was concerned that the Village would be spending Village public dollars on private property and whether we could legally do that. Mayor Lennon thinks that it can be placed within the next week. Mayor Lennon will request guidance from the Village attorney to address Michelle’s concern. There is one property that is on the water line that the trailer park owner does not own. The Village’s responsibility stops at the hydrant where the private property begins.

The board discussed moving forward with fly over mapping of the Village while the company is in Edmeston, this would save the Village $1,200 from having the company come out at a separate time just for the Village. It would be advisable to join in with them and have this piece of the project done as this is something that must be completed while the leaves are off the trees and would allow us to be several months ahead of schedule. If we did it separately it would cost the Village $6,600, it would be $5,400 if we join with Edmeston and give us the benefit of avoiding a time delay and an inflationary period as well. Dave Smith made the motion to spend up to $6,000 for the fly over mapping. Maryellen Canuel seconded the motion. We would be using ARPA funds, there is $26,000 that needs to be expended. VOTE: Priola – yes, Canuel – yes, Smith – yes, Crawford – yes, Lennon – yes.

Jared and team have had one more issue with the backhoe on a continuing saga that we had scheduled for trade in We are budgeting between $55,000 and $75,000 for next fiscal year. There is a backhoe on Auctions International that has been discussed with the DPW for a 2018 S20 CAT, that comes with forks, and pilot controls. It is a heavier machine; 6-7,000 pounds more than we have. Jim would bid on this, with what we planned on getting. If this exceeds what we wish to spend, there are other low hour options for machines that we could bid on. There is also a 2012 with a minimum bid of $51,000. They would like to bid on the 2012 with 950 hours of operating time. The 2012, S20 CAT is almost identical to the 2018. The 2018 has a clamp shell bucket, they both come with the forks. Jim prefers the older machine. Jim made the motion to spend up to $62,500 on the 2012 S20 CAT backhoe. Maryellen Canuel seconded the motion. VOTE: Priola – yes, Canuel – yes, Smith – yes, Crawford – yes, Lennon – yes.

If the Village wins the bid, the current backhoe will be declared excess and offered for sale on the Auctions International site.

Pete advised the Board that Kelly's figures reflect approximately $26,000 remaining in ARPA funding to report on in May. Pete has asked Barton & Loguidice for the next amendment so we have that for the next budget review so that it can be considered part of the remaining funds as they have spent ample time on grant submissions for the Village water project after exhausting the last amendment to the contract. Mayor Lennon anticipated seeing an amendment in the upcoming weeks for the additional cost of the projects.

Dave Smith provided an update on the development of the new website. He has a meeting tomorrow to look at the template, we should have something meaningful to look at a few weeks after that.

Dave Smith made a motion to accept the resignation of Lisa from the community events committee. Jim Crawford seconded the motion. VOTE: Priola – yes, Canuel – yes, Smith – yes, Crawford – yes, Lennon – yes.

RESOLUTION

**Resolution No. 2023-7 “Resolution approving the payment of vouchers”**

Whereas, the Treasurer of the Village has presented the following bills for payment…

General Fund - $61,852.89

Water Fund - $ 11,025.80

EMS Fund - $25,505.93

Total Expenditures - $ 98,384.62

Whereas, The Board of Trustees has audited the claims presented for payment.

Now, therefore…

Be it RESOLVED that the Village of New Berlin Board of Trustees, hereby approves payment of the aforementioned bills for payments.

RESOLUTION INTRODUCED BY: Michelle Priola SECONDED BY: Maryellen Canuel

ROLL CALL VOTE:

PRIOLA: Yes SMITH: Yes CRAWFORD: Yes CANUEL: Yes LENNON: Yes

YES: 5 NO: 0 ABSTENTION: 0 ABSENT: 0

CARRIED: Yes

Maryellen Canuel made the motion to approve the treasurers reports for the month of February. Michelle Priola seconded the motion. VOTE: Priola – yes, Canuel – yes, Smith – yes, Crawford – yes, Lennon – yes.

Maryellen is still awaiting bids for the removal of the tree in the park as well as the painting of the library.

Maryellen Canuel made the motion to adjourn the meeting. Jim seconded the motion. VOTE: Priola – yes, Canuel – yes, Smith – yes, Crawford – yes, Lennon – yes.

Adjourned at 8:18 PM - Kelly Anderson, Village Clerk and Treasurer