

Approved.

The Village of New Berlin

Minutes of July 9, 2024

REGULAR MEETING

CALL TO ORDER

The regular meeting of the Village Board of Trustees of the Village of New Berlin was held on July 9, 2024 at 6:30PM

Members in Attendance

Peter Lennon, Mayor

David Smith, Trustee

James Crawford, Trustee

Maryellen Canuel, Trustee

Josh Burchill, Trustee

Others Present: Jared Kline, Robert Starr, Tony Canuel, Don Anderson, Lisa Serandilla

MINUTES

Minutes of the June meeting were approved on motion by David Smith, seconded by Josh Burchill

VOTE: Smith	yes
Crawford	yes
Canuel	yes
Burchill	yes
Lennon	yes

Motion Approved

PUBLIC CONCERNS

Lisa Serandilla expressed her concern with the discharge vent of the anticipated business that is planned for the 3 West Street property. As a prepared food business her concern was the smells being vented may attract birds or animals. Mayor Lennon assured her that the Department of Health is currently reviewing all areas of operations for this proposed business.

FIRE DEPT

The monthly report for the Fire Dept was given with calls reported

255 needs the AC checked. The Dept would like to have Ted's Body Shop make repairs necessary to have the AC repaired. David Smith as Fire Dept Commissioner approved this expense.

Wheel rims in 255 need to be replaced. Aluminum rims were discussed. Body work is being scheduled for (255/256).

#### EMS REPORT

The EMS report for the month of June was submitted. Paperwork for the DASNY Grant in the amount of \$57,517 (the 2016 ambulance and the communication system) has been submitted for reimbursement.

Auction International bidding on the 2009 ambulance has ended with the high bid being \$7300.

Mayor Lennon recommends that the Board accept this bid. David Smith made the motion to accept this bid. Seconded by James Crawford.

VOTE: Smith	yes
Crawford	Yes
Canuel	Yes
Burchill	Yes
Lennon	Yes

Motion approved.

A meeting is scheduled for August 8, 2024 with the Town of Columbus to propose re-establishment of an EMS district.

#### DPW REPORT

In addition to their regular duties, the DPW has paved the parking area in the municipal lot that was The New Berlin Heights road has been ditched and trees trimmed in anticipation of paving this road.

The Health and Safety enforcement office has issued notices for property maintenance. The DPW has completed the mowing and trimming on these properties and will submit a list for billing to the Village Clerk. The fee is \$50 for each time of mowing and trimming.

Paving in the hole at the rear of the library was discussed. Maryellen is researching possibilities for this repair. Lisa Serandilla suggested that the board look into Agtec which is a plastic form that is used in some areas to solve the problem of recurring pavement damage. Pete asked that we research the ownership of that area (Village or landlord of the Post Office).

#### GRANTS

Barton and Logudice will be attending later in the evening to explain our water project funding project.

#### SAM Grant – nothing new

CREST Grant - The residual approximately \$17,483 from the grant is to be committed to a new Thumper. As that is a reimbursable item, the purchase can be executed when the funds from the first submission (\$57,517, above ) are received. The sale of the old ambulance should also allow us to make the purchase and submit for that reimbursement.

#### CD LOAN REPORT

Mr. Canuel gave the CD Loan report for the month of June. The CD Loan Committee reviewed a loan application for Susan Edmonds for an amount of \$12000.00 and recommends approval of this request upon approval of the lease for the building she will be renovating.

#### CD LOANS CON'T

The Board was informed that Michael Dufrense will be resigning from the CD Loan Committee.

#### PLANNING COMMITTEE

Mayor Lennon is reaching out to Diane Carlton to set up a committee meeting in the coming weeks to continue preliminary review of the zoning ordinance and the organizational steps associated with reforming a planning board.

Safety/Slower was discussed. Speed through the Village and four corners is a concern. Suggestions included a four way stop or flashing red light at the four corners. As this is a NYS road the NYSDoT would have control of this intersection. Pete will contact the Oxford office of NYS DoT with a proposal.

#### COMMITTEE REPORTS

Maryellen reported that the purchase of cameras for the village is moving forward. The Village will need to submit a 60% down payment for our share.

The Gazbo in Hyde Park needs to be painted.. Volunteers are needed for this improvement. The Board agreed to meet on August 17-18, 2024 to paint this Gazbo. Maryellen will also seek additional volunteers for this project.

The Summer Youth program will hire three part time employees for this program. In addition the New Berlin Cultural Center will provide an additional two people. The program will run Monday through Thursday 8:30AM to 11:30AM. Breakfast will be provided at the park and lunch will be at the Library.

#### OLD BUSINESS

Two engineering firms have submitted proposals for providing oversight of our water project. Mayor Lennon has contacted all references submitted with these firms. Both firms are very good but the Board feels that as we started with Barton and Loguidice and this firm is very familiar with our complete project that Barton and Loguidice would be the better firm to work on this project.

Maryellen made the motion to approve Barton and Loguidice as our project management firm. This was seconded by Josh Burchill.

VOTE: Smith            yes  
          Canuel            yes  
          Burchill yes  
          Crawford        Yes

Lennon            yes

Motion Approved

#### LEAD SERVICE LINE UPDATE

Update was given on the lead service line project. The firm completing is project will be at the Farmers Market in July to explain the project to village residents.

#### WATER METERS

EJP has submitted quotes for new meters for our water project.

Kamstrup AMI Fixed Base System w/ALD            \$226,423.00

Kamstrup AMR Driveby System            \$ 99,235.00

A decision on these options was proposed for a future meeting.

Maryellen is working on switching our phone services to Spectrum Service .

Brian Skidmore for Barton and Loguidice explained our revised water project costs.

Repairs to the streets and sidewalks after the water project was questioned. If the Village expends our CHIPS funding, repairs made have have a life of at least 5 years. Mr. Skidmore explained that all water project repairs to replace streets and sidewalks would come out of the water project funding.

#### NEW BUSINESS

##### DPW

Josh Burchill made the motion to hire Kodye Brown to the full time position in the DPW to replace Tanner Webb. James Crawford seconded this motion.

VOTE: Smith            yes

Canuel            yes

Burchill yes

Crawford            Yes

Lennon            yes

Motion Approved

Part time help for cemetery mowing and weed eating was discussed. The Village will advertise for a part time seasonal position at 19 hours per week to fill this position.

YOUTH PROGRAM

Andreia Keller has submitted her resignation at Youth Director for the summer program.

Michelina Velardi has submitted an application for the Youth Director for the 2024 summer position.

Josh Burchill made the motion to approve Micelaina Velardi to the position of Youth Director, seconded by MaryEllen Canuel.

VOTE: Smith	yes
Canuel	yes
Crawford	yes
Burchil	yes
Lennon	yes

MOTION APPROVED

The motion was made to hire Elizabeth Crawford to the open position of youth program assistant at \$15 per hour. Motion made by Josh Burchill, seconded by Dave Smith.

VOTE: Smith	yes
Canuel	yes
Burchill	yes
Crawford	abstain
Lennon	yes

MOTION APPROVED

RESOLUTION for Rural Development ?????

Mary Ellen explained the changes being proposed to the Animals Law for the Village. The changes included a fine not to exceed \$250 per animal for each such violation. In addition, the animal owner will be responsible for all cost of repairs(s) of damaged personal property.

A public hearing for this Local Law #2 of 2024 will be held on August 13<sup>th</sup>, 2024 at 6:15 PM to received public comment.

CD LOAN

The CD Loan Committee had recommended a loan in the amount of \$12000.00 at 2.5% interest for a term of 3 years promissory note contingent on an approved lease for the property at 28 So. Main,

This loan was approved on motion David Smith, seconded by James Crawford.

VOTE: Smith	yes
Canuel	yes

Burchill Yes  
Crawford Yes  
Lennon Yes

#### CLERK TREAS

David Smith made to motion to hold Executive Session to discuss personnel. Seconded by Josh Burchill.

VOTE: Smith yes  
Canuel yes  
Burchill yes  
Crawford yes  
Lennon yes

#### MOTION APPROVED

EXECUTIVE SESSION 7:55PM PM to 8:14 PM

Josh Burchill made the motion to come out of Executive Session; Seconded by Dave Smith. VOTE: Smith  
yes

Canuel yes  
Burchill yes  
Crawford yes  
Lennon yes Approved

Josh Burchill made the motion to hire Nicole Crawford full time at 32 hours per week at \$24 per hour as Deputy Clerk Treas. and Cindy Fraser as a part time clerk up to 19 hours per week at \$20. David Smith seconded this motion.

VOTE: Smith yes  
Canuel yes  
Burchil yes  
Crawford abstain  
Lennon yes

#### APPROVED

Discussion was held on hours the office should be open 7:30 AM to 4:00 PM was suggested with ½ hour lunch or 7:00AM to 3:30 PM. The decision was made 7:30AM to 4:00PM

#### WATER PROJECT

Options for a CDBG grant to offset the cost of this project are being reviewed. We may be eligible for 1.25 to 2 million. Also \$1 million grant for the Village of New Berlin's drinking water infrastructure project has been approved by the House Appropriations Committee, it now requires approval from the whole House, Senate, and the President's signature for inclusion in the 2025 Appropriations Act.

Barton and Loguidice has updated areas that were not approved originally and an addendum has been submitted. A CDBG will be submitted next year.

Project financials were discussed and explained

Mayor Lennon advised the Board that the Village had received an offer of \$1.5M in grant funding and a low-interest loan amount of \$7.462M from the Department of Agriculture (Rural Development) . To accept the offer, the Village Board would need to approve of the Letter of Intent to Meet Conditions relating to the US Department of Agriculture's Request for Obligation of Funds (USDA Form 1940-1).

Josh Burchill made the motion to approve the mayor's signature of this "Letter of Intent to Meet Conditions" David Smith seconded this motion

VOTE: Smith	yes	
Burchill	yes	
Canuel	yes	
Crawford	yes	
Lennon	yes	APPROVED

#### DPW PAVING

Josh Burchill made the motion to approve the expense of \$61,850 for street paving as submitted by SuiteKote and to add the New Berlin Heights area to this project. David Smith seconded this motion

VOTE: Smith	yes	
Burchill	yes	
Canuel	yes	
Crawford	yes	
Lennon	yes	APPROVED

#### WATER PROJECT

A meeting for residents will be set up in late August to update the design and cost of the water project. Pete is working to set up a virtual "orientation and role/responsibility discussion" on August 5th or 6th with outside agents (bond counsel, legal, fiscal advisor) for the board prior to the public meeting.

#### ABSTRACTS/TREAS REPORT

Abstracts and Treasurer reports were approved on motion by Josh Burchill seconded by David Smith

VOTE: Smith            yes  
          Canuel         yes  
          Burchill yes  
          Crawford      yes  
          Lennon        yes

APPROVED

MEETING ADJOURNED AT 9:11 pm

Submitted by Diann Davisson, Deputy Clerk Treas