

## **Board Meeting Minutes for June 12, 2025**

**Call to Order:** 6:30 PM

**Pledge to Flag**

### **Roll Call**

Mayor Peter Lennon – Present  
Trustee Kelly Banks – Present  
Trustee Jim Crawford – Absent

Deputy Mayor/Trustee Dave Smith-Present  
Trustee Maryellen Canuel – Present

### **Attendance**

Deputy Clerk/Treasurer Kathryn Dunham  
DPW Working Supervisor Jared Kline

### **Others in Attendance**

Eric Fletcher (Fletcher Food Truck)  
Jason Santiago, President/CEO of Chase Memorial/Good Shepherd  
Carley Parker of Barton & Loguidice  
Kelly Banks made the Motion to approve the Minutes of 13 May 2025 and 2 June 2025 Special Meeting. Maryellen seconded. All voted YES to approve.

### **Public Concerns**

#### **a. Good Shepherd Communities -**

Jason Santiago, President/CEO of Good Shepherd Communities which acquired Chase in 2017. They have received the NYS Transformational Grant for \$8M toward the construction of a new building- however construction cost increases have driven the cost of a new building upwards of \$35M. Jason explained that the current building desperately needs updates. They do want to stay in New Berlin, but things have been difficult due to post Covid changes in the healthcare industry. The state has approved the concept of a new facility which now be for 60 residents instead of 80 beds initially called out in the grant. If the new facility were to be constructed on the current site- there are septic/waste-water issues. Jason explained that they are not able to demo and rebuild due to the cost of a wastewater system. Since the staff live in and/or near the Village of New Berlin, they do not want to move the facility. The Village-owned property neighboring the Milford Academy fields could present an opportunity for the new site. The site highlighted consists of approximately 12 acres of a 20 acre parcel: They would need 7 or 8 acres to build. It appears to be a good spot for the new facility. Good Shepherd is like to explore buying the land from the Village of New Berlin. Dave asked about the impact on the existing facility. Jason explained that they would likely use the existing building for other purposes after renovations, e.g. senior community center, staff housing, all inclusive elderly programs, etc. Maryellen remarked on road access for it. Jason asked if the Village of New Berlin could work with them on road improvements. Jared Kline remarked that Chase plows during the night when DPW is shut down. Pete asked Jason to come back with more information for further conversation and a more developed concept- perhaps preliminary renderings, in the near future. Jason left at 6:48 PM.

#### **b. Eric Fletcher – Food Truck Permit:**

Eric was asking for approval of his application for year's worth of food truck permit. He will not be here every day, but would like to be here (at Hyde Park) when he can. It would be part-time. Eric and his daughter left at 6:51 PM.

### **Fire Department Report**

Since Fire Chief Jared Hanslmaier was not in attendance, Dave Smith discussed the month's report numbers. In May, there were 3 incidents within 13 miles. Two were false, 1 EMS assist. Ted's bill was discussed for the fire truck. The crew went to Harrisburg, PA and spent under the limit that was approved at the previous board meeting.

### **EMS Report**

Since Rick Baker was not in attendance, Pete advised that we were looking for drivers, BLS and ALS to hire and will be conducting interviews soon. We are advertising in the paper, Pennsylvanian and in flyers throughout the region. . Pete explained that we had missed calls because of staffing shortages- Randy Brundage's sudden departure left two 16-hour shifts uncovered each. While drivers are considered volunteers, they do receive a \$35 stipend to cover expenses for 8-hour (\$70.00 per 16-hour day). Pete has reached out to Jim C to see if he knows of interested parties.

The Village of Columbus was having their board meeting this night and we are hoping they will agree to pay for the exhaust system repairs for the ambulance. The cost for this is \$768.00. We are coordinating for Columbus's financial support of a training program for our medics.

DOH has formally notified us of a reporting deficiency. Many calls are being reported as being in the Village of New Berlin regardless of pick up point: In addition to this skewing Department of Health statistics, this causes the reimbursement funds to come directly to the Village of New Berlin rather than being routed the correct agency (Town of New Berlin/Town of Pittsfield) and ultimately to the Village. This also under characterizes the volume of calls made to these municipalities for their town boards. . We need to correct for DOH and the wording in the contracts (Town of New Berlin and Town of Pittsfield). We are now getting a new report from Multi-med which shows the the incident pick up points (without the release of HIPPA-restricted info). Pete and Kathryn reviewed mileage reports and determined the extent of mis-characterized calls that need to be corrected. Otsego County EMS is hoping to enter a support agreement with the Town of Pittsfield; they frequently park one of their rig at the Pittsfield Fire Department when we are not in service. A concern is that Otsego County is using transfers as a significant funding stream; the original concept was to back up local EMS services. We are interviewing ALS on June 20<sup>th</sup>, who is moving back to this area; if the candidate appears promising, we may need a special meeting to approve her.

### **DPW Report**

Jared Kline advised us that Kodye is back on light duty. They are patching roads, etc. Jared is training Nate and the team to "read" a road and its condition to get ahead of future issues. They have also been doing tree canopy work, a couple of burials, lots of mowing and trimming. The Superintendent Conference in Ithaca went well. CHIPS now allows

purchase of used equipment IF it will last 10 years. Resurfacing can now be performed on the same piece of roadway once every 5 years (vs the previous 10 years), and that is waivable to twice in a five year period,

. Water School was really good. There was information on DOH lead line, chlorine, etc. Two water lines were replaced – 62 North Main and Cory Edget's place. The equipment has been good, bought blades for mowers, bought a new string trimmer with Jimmy's approval. Pete inquired about Dan Harrington's salt corrosion question. Jared explained that our additive makes our salt less corrosive, not more. Dan Harrington's dead vegetation is likely due to excess water. Jared informed us that they will need to rent a sweeper for a day or two. Jimmy has a friend who will sweep for us under contract. Burrell's might rent just a sweeper. We are not likely to be able to rent just the machine.

### **Grant Status**

- a. Drinking Water Infrastructure:  
Funding Update from Carley Parker of Barton & Loguidice. See B&L Agenda. Carley discussed road prepping, drilling, etc. There will be an upcoming meeting with State DoT: In addition, there will be a survey for underground springs, and wetland identification. We will have a Public Meeting Workshop in late summer for any questions.
- b. SRBC Submission. This was previously discussed: Grant period extended to Dec 31, 2027 and grant amount increased by \$18,210 based on a 10-percent match by the Village..
- c. SAM Grant Update. The amount of \$150,000 was signed off by DASNY. All appropriate cancelled checks and invoices submitted for reimbursement.

### **Committee Reports**

- a. CD Loan Committee. A new loan was received and the check disbursed. Cynwar was given all administration to the CD Program as agreed to in their contract.
- b. Community Events Committee. The camera at Hyde Park is being worked on as there is a connection issue. Kelly asked if signs should go up as well.

### **Commissioner Reports**

Maryellen inquired about any updates on Hyde Park's issues. Pete informed us that they are working on the cameras; cameras are not active currently.

### **Old Business**

- a. Website Update. Jared's new laptop was purchased. He will have a new email address. We will call Computer ER next week to get this laptop ready with the same village license to download all the programs.
- b. Spectrum Service Update. Maryellen advised that all previous billing should now come from Spectrum.
- c. Automation Update for DPW – phones for DPW and front office- No new action. .
- d. Sale of Village Property on Moss Street – Maryellen informed us that the county could not give description on single lot being sold. Description included all lots

owned by the Village of New Berlin on Moss Street. The tax map was sent to Dave Merzig. The sale is done, recording in process, and funds have been received.

- e. Municipal Clock Update. Pete informed us that Mr. Stein is working to mold the casing for the clock.
- f. PTO sections included in Employee Manual (General). This was put off for a future meeting.
- g. Recording of Village Meetings. After discussing various options, new Teams-based platform was discussed selected to replace our recordings. This process will be implemented in the coming weeks.
- h. Donation of Property on West Street; No new action.

### **New Business**

- a. Playground inspection quotes. Kelly is coordinating a date with the selected contractors-
- b. Code Enforcement Officer. Scott Church's appointment has ended with a termination document sent to the County Personnel Department. The position is now considered vacant position, so an advertisement will be prepared.
- c. New BLS. Pete requested the Boards' approval of Bryan Bernardi, a BLS currently working with Oxford and Superior (Binghamton) for addition to the squad. After a brief discussion, Maryellen made the motion to approve Mr. Bernaradi; Kelly seconded the motion: All voted to approve.
- d. Dave read The Resolution for Public Hearing to be held on 8 July 2025 at 6:00 regarding the Village's approval to pursue a Community Development Block Grant (CDBG) grant.
- e. The Village has been approved by the State as working toward designation as a "Pro-Housing" Community, which is essential to successful submission for various Grants such as CDBG Municipality
- f. A tentative timeframe of early to mid-September for the next Public Information Session on the Water Project and signing of Easement Agreements for Water Project. There will need to be multiple sessions.
- g. Dave read the attached Resolution to approve abstracts: Maryellen seconded- All voted to approve.
- h. Kathryn provided an update on the transition of treasurer/CPA activities with Cwynar. Cwynar is currently working on the Year End Close-out . Board members are reviewing their calendars to schedule a mid-contract review with Cwynar
- i. Motion to Adjourn made by Maryellen, seconded by Kelly. All voted in favor:

Meeting adjourned at 8:41PM