

August 12, 2025, Board Meeting Minutes

Call to Order 6:30 PM

Pledge to Flag

Roll Call

Mayor Peter Lennon - Present

Deputy Mayor/Trustee Dave Smith – Present

Trustee Kelly Banks - Present

Trustee Maryellen Canuel – Present

Trustee Jim Crawford – Present

Attendance

Deputy Clerk/Treasurer Kathryn Dunham

Fire Chief Jared Hanslmaier

Carley Parker (B&L)

Anthony Canuel (CD Loan Officer)

Richard Noble & Lisa Serradilla

Dave Smith made the Motion to approve the Minutes of 8 July Public Hearing and 8 July Monthly Meeting. Kelly Banks seconded the Motion. All voted YES to approve.

Water Improvement Project:

Carley Parker, from Barton & Loguidice, presented the update. They are continuing to develop and refine plans for the water main layout, working on mandatory drilled crossing enlarged plans and profiles for road and stream crossings. There was a meeting held on August 7th with NYSDOT to discuss drills and open cut areas on Route 8 and Route 80. There was also a meeting with Village operators on July 30th to go through questions on water main design. In regard to soil borings, CME got a DOT permit on August 11, 2025. They should have the County permit this week. Drawings continue to progress for the water treatment plant. B&L sent out RFP to electrical and structural/architectural subconsultants. They are working on the total project estimate for the September meeting. Easement discussion is scheduled for Wednesday, August 27th from 5:30-7:30 PM at the

Community Center. B&L will be sending mailings out this Friday. The final design submission meeting will be on September 24th and regulatory and agency submissions are targeted for November 2025.

Please see Barton and Loguidice's full agenda attached at the end of this report.

Public Concerns and Visitors:

Lisa Sarradilla: 5 West Street crack in road. She has a claim for damages from the water pipe freezing last winter. She requested an upgrade to a 2-inch water main to allow for installation of a pipe warmer. Jim Crawford stated that he will meet with Jared Kline to come up with a solution.

Fire Department Report:

Jared Hanslmaier informed everyone about Shawn Loomis passing away. He is working on supporting the FD members. They need to have six officers for FD operations. There were three, but now two without Shawn. There needs to be training for new officers. In July, there were 5 fires (4 were the same fire flaring up). A new issue has come up with language barrier on calls. A new call/rescue call to assist with house lockout. Truck 251 was out for 3 weeks to replace the lights. Trucks 251 and 252 both need service for pumps urgently. Emergency service scheduled for September 2nd and 3rd (to get quotes before work commencing). A cement pad was poured for the chicken pit. They would like to do a chicken BBQ as soon as the pit is finished. There will be new decorations for commemorating fallen members. Shawn Loomis' celebration of life will be on Sunday, August 24th, at 1:30 PM. The FD is planning the annual Harvest Dinner. They will have a truck on standby for the Unadilla Races. The Fire Advisory Board will resume meeting monthly after summer break. There are 2 new members, 1 resignation and 3 members signed up for basic class. There will be a new fundraiser for 911 address signs. Also, possibly a new calendar fundraiser with local businesses purchasing ad space. Dave and Jared met with Gates Cole to review insurance policies – changes to come. The FD is ready to meet with DPW regarding new fire hydrants for the water improvement project. Pete stated there is a question on new OSHA regulations for training officers and if the Fire Advisory Board will be opposing it. Jared is not sure on the status of those regulations at this point in time. The family of Shawn Loomis has requested his gear. Jared said that the helmet and name tape typically go to the family. We need to declare these items as junk in

order to give them to the family. There has been some damage to the siding of the building. Maryellen will work on having someone look at it.

EMS Report:

Since Rick Baker was not in attendance, Pete advised that there is an uptick in calls and billables. We are responding to calls in Pittsfield as mutual aid. We need to build a formal mutual aid agreement with them. Our EMS staffing has improved. There were two interviews done for a new full-time medic/administrator position. The job posting closes on August 22nd. Drivers are volunteers that get a stipend for being on call and responding to calls. We would like to increase the driver's stipends.

DPW Report:

Jared Kline is off today. Jim Crawford advised that there will be an audit of the FD. We need to update the process for burial preparation and update the Employee Policy Manual (General). We will have a new trash contract. Jim will be calling the new company again and then have Cindy set up an account.

Grant Status:

- a. SRBC update: Pete is coordinating with SRBC.
- b. CDBG Application: Pete advised that it was submitted on July 31. We will need to check with G&G if the invoice is to be paid before getting the grant award.
- c. SAM Grant Update: Pete advised that it was submitted and approved. We are now awaiting receiving the check.

Committee Reports:

- a. CD Loan Committee: Tony Canuel read the CD Loan Report. We will update the flyer to go out with the next water bill. Please see CD Loan Fund Monthly Report as of 7/31/2025 for full details attached to this report.
- b. Community Events Committee: Kelly informed everyone that the Summer Youth Program is finishing this week. We will need to have more kids next year. The next holiday is Halloween. The playground inspection was done and the list of repairs to go to DPW. Kelly will get started on the Stewarts Grant as it needs to be done by the 4th quarter.

Commissioner Reports:

Building and Grounds Trustee Maryellen commented on the painting of the gazebo. She advised that the cameras in the village discussion need to be moved to the September agenda. There has not been any progress on the solar lights for the park. The painting of the library is scheduled for mid-September 2025. Regarding the Updated Employee Policy Manual for General and EMS, there has not been any progress; we will wait for the new EMS administrator per Pete. As far as the 2x4's exposed in the entryway of the apartments, Charles was supposed to do that when he installed the ceiling fan but didn't have time. He will get it done the next time he is here working.

Old Business:

- a. Spectrum Service Update. Maryellen advised that two phone numbers still need to work (one not ported correctly from Frontier).
- b. Cell phones for DPW & the Village Office. Maryellen is working on it.
- c. Sale of Village Property on Moss Street. Maryellen is waiting on Dave Merzig. Pete advised that we need to research ownership of access road at 30 Moss Street and assigned this to Maryellen.
- d. Municipal clock repair update. Pete advised us that there has been no new information since our last meeting.
- e. Recording of Village meetings. No update.
- f. Chase Memorial Update. Pete advised that it is moving forward. He is expecting to see more information from Jason.
- g. Sinkhole behind Service Pharmacy. Maryellen advised that she walked this area with Dan Kwasnik. He agreed it is not on the Village property. Dan asked if DPW could fix it and bill him. The Board agreed that DPW will not fix it. Jimmy to pass on names of companies to Maryellen to give to Dan.
- h. Enforcement Officer recruitment update.
- i. Schedule public information sessions/easement agreements for the water project. This was previously done.
- j. Schedule mid-contract review with Cwynar. To be discussed at the September meeting.
- k. Sweeper. We need to rent a sweeper. Jared Kline has some quotes. Jimmy to work with Jared on that.

New Business:

- a. Announcement of Provider with Administrative Duties for NBAS. This was discussed previously.
- b. Update EMS call reimbursement charges (BLS, ALS1, ALS2 and Loaded Mile). Pete advised that our BLS \$1500.00, Multimed average \$1700.00; our ALS1 \$1900.00, Multimed average \$2100.00; our ALS2 \$2100.00, Multimed average \$2500.00; our loaded mileage \$36.00, Multimed average \$41.00. Dave asked what area does Multimed cover? Pete replied from here to the Finger Lakes. Maryellen asked does this hurt the customers? Pete replied only the private payers; about 10-15%.

Jim Crawford made the Motion to increase the rates, seconded by Maryellen Canuel. All voted in favor. Pete will notify Multimed. New rates to be effective September 1st.

Dave Smith made the Motion to declare the FD gear junk (Shawn Loomis' helmet and name tape). Jim Crawford seconded it; All voted in favor.

Maryellen Canuel read Resolution No. 2025- 14 "Resolution approving the payment of vouchers." Whereas, the Treasurer of the Village has presented the following bills for payment: General Fund - \$22,780.00, Water Fund - \$2,816.16, EMS Fund - \$5,234.86 and Capital Project Fund - \$131,735.83 with total expenditures of \$131,735.83. 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 payment. Maryellen made this motion to approve, seconded by Jim.

Richard Noble brought up public concern. The Johnson farm trucks are dropping hay and causing road hazards. Jimmy will call Pat.

Executive Session:

Jim Crawford made the Motion to go into Executive Session; Dave seconded it. All: YES.

Check Recorder:

ALL: YES.

Motion to Adjourn:

ALL: YES.