

VILLAGE OF NEW BERLIN

Special Meeting Minutes of October 2, 2026

Call to Order: 10:00 AM

Roll Call

Mayor Peter Lennon - Present

Deputy Mayor/Trustee Kelly Banks – Present

Trustee Allan Hunter - Present

Trustee Richard Noble – Present

Trustee James Crawford – Absent

Resolution 2026-22: Administrative Deletions and Insertions to Village General Employee Manual (2025), The Employee Manual for EMS Employees (2026), And The 2025 Village of New Berlin EMS Standard Operating Guidelines

Whereas: The current (effective January 2026) verbiage relating to the EMS Employee Manual and associated Standard Operating Guidelines were reviewed by outside counselors from Coughlin and Gerhart specializing in matters relating to Labor Law, and was deemed to not be in compliance with the New York State Civil Service Law, Section 75, thus requiring immediate modification, and

Whereas: The focus of this review was those sections of the above documents relating to the grievance and disciplinary processes, and

Whereas: The primary counsel for this action recommended the removal of current wording and insertion/substitution of verbiage as called in the attached email, and

Whereas: The same general verbiage updates could also be applied to both the Village's 2025 Employee Manual and the 2025 Village of New Berlin EMS Standard Operating Guidelines,

Therefore: Be it resolved that the Village adopt and appropriately disseminate the proposed deletions and substitutions/insertions relating to these sections for the 2025 Village of New Berlin Personnel Policy – General Employees, the 2026 Village of New Berlin Personnel Policy, EMS Employees, and the Village of New Berlin 2025 EMS Standard Operating Guidelines, effective immediately.

Motion was read and introduced by Richard Noble, seconded by Allan Hunter

Banks: Yes

Crawford: Absent

Hunter: Yes

Noble: Yes

Lennon: Yes

Richard Moved to adjourn the meeting, Kelly seconded the Motion and all voted to approve. The meeting adjourned at 10:04 AM.