

VILLAGE OF WEST WINFIELD  
BOARD MEETING MINUTES  
January 12, 2026

PRESENT: Mayor Smith; Trustees: J. Murphy, K. Allen, C. Wheat; T. Niederlander; Village Clerk, S. Van Duren; Fire Chief, S. Murphy, Codes Officer, M. Connors

The Village Board meeting was called to order at 6:30 PM by Mayor Smith.

**Motion to Authorize** the Clerk Treasurer to pay the bills presented on Abstract No.08 was made by Trustee Murphy and seconded by Trustee Allen. Ayes: Smith, Murphy, Wheat, Allen and Niederlander. Nays: None

**Motion to Approve** the Minutes of the December 2025 meeting was made by made by Trustee Wheat and seconded by Trustee Allen. Ayes: Smith, Murphy, Wheat, Allen and Niederlander. Nays: None

**Motion to Approve** the Treasurer's Report was made by Trustee Niederlander and seconded by Trustee Wheat. Ayes: Smith, Murphy, Wheat, Allen and Niederlander. Nays: None

**Department Reports**

**Clerk/Treasurer:**

**A Roll Call Vote** was taken authorizing a \$25,000 5 Year BAN for repairs to Fire Rescue Truck #512.

Sandra Smith, Mayor – Aye; James Murphy, Trustee – Aye; Carl Wheat, Trustee -Aye; Kylie Allen, Trustee – Aye; Todd Niederlander, Trustee - Aye

**A Roll Call Vote** was taken to support the resolution for the USDA grant proposal. Sandra Smith, Mayor – Aye; James Murphy, Trustee – Aye; Carl Wheat, Trustee -Aye; Kylie Allen, Trustee – Aye; Todd Niederlander, Trustee – Aye

**Motion to Appoint** 2026 Election Inspectors; G. Watkins, R. Peo, C. Pope, J. Van Duren, D. Edwards (alternate) was made by Trustee Murphy and seconded by Trustee Allen. Ayes: Smith, Murphy, Wheat, Allen and Niederlander. Nays: None

**Motion to Adopt Local Law 1-2026** Residency of Election Inspectors was made by Trustee Murphy and seconded by Trustee Allen. Ayes: Smith, Murphy, Wheat, Allen and Niederlander. Nays: None

**Motion to Approve** hourly rate for the assistant office clerk position from \$15 to \$16 per hour to meet new State minimum wage was made by Trustee Murphy and seconded by Trustee Allen. Ayes: Smith, Murphy, Wheat, Allen and Niederlander. Nays: None

The Village Clerk is looking into possible solutions to lower the cost of operating the electric car charging station.

The Village Board will meet on February 16<sup>th</sup> and 23<sup>rd</sup> at 6:30 pm to begin work on the 2026-2027 Village Budget.

**Water:** D. Barletta is inspecting the water system for a possible water leak

**Streets:** Nothing to Report.

**Codes:** M. Connors reported that there were 17 residential and 4 commercial permits issued during 2025. The rates for commercial permits need to be reviewed and increased if necessary.

### **Fire / Ambulance Department:**

The Oath of Office was administered to Fire Chief, Sean Murphy, 1<sup>st</sup> Assistant Chief, Andrew Peo, 2<sup>nd</sup> Assistant Chief, Doug Barton Sr.

The 2026 list of officers was received from Henry Hiteman Engin and Hose.

Chief Murphy reported that there 27 calls; 7 Fire and 20 Ambulance for the month of December. The total calls for 2025 were 659. Preventive maintenance needs to be done on the all of the fire equipment.

The 2026 Ambulance Service Contract with Madison County has been signed. The amount of the contract is \$8,471 and will be paid in two installments, March and September.

B. Bolmer will be promoted to ambulance supervisor. He will continue to maintain part-time status.

**Motion to Increase** B. Bolmer salary from \$25.00 to \$28.00 per hour made by Trustee Murphy and seconded by Trustee Wheat. Ayes: Smith, Murphy, Wheat, Allen and Niederlander. Nays: None

### **COMMITTEE REPORTS:**

**Bisby Hall:** The floor repairs to the entrance way of Bisby Hall are continuing.

**Clean Energy:** Trustee Wheat reported that there may be meetings regarding possible NYSERDA programs the Village may be able to apply for.

**Grants:** Trustee Allen is researching possible grants, focusing on grants for the fire / ambulance departments. Additional information needs to be submitted for the current USDA grant application.

**Community Activity Committee:** Planning for the 4<sup>th</sup> of July event is underway. Mayor Smith will be attending a meeting for the 2026 CNY Arts Grant.

**Comprehensive Plan:** A first draft of the Comprehensive Plan is being worked on.

**Zoning / Codes:** Committee on hold.

### **OLD BUSINESS:**

- Emergency Management Resources (EMR) billing services began January 1st.
- The proposed Poultry Law has been sent to the Village Attorney for his review.
- The new office assistant will be working on updating and or creating the Village policies and procedures.
- The Fire Contract with the Town of Winfield has been extended by one year at the current rate.
- A Business Appreciation program is being develop by Trustee Murphy and Wheat.

**NEW BUSINESS:** Mayor Smith reported that the Town of Plainfield has committed to \$5,000 toward ambulance coverage for 2026. The Mayor is also organizing a meeting with other local officials to discuss funding for the ambulance service.

**PUBLIC COMMENT:** Trustee Allen mentioned an ambulance volunteer program aimed at high school students in the Albany NY area. It was believed that this program was specifically created by that school and wouldn't be applicable for our area.

**Executive Session:**

**Motion to Enter into Executive Session** to discuss personnel issue was made by Trustee Murphy and seconded by Trustee Allen. Ayes: Smith, Murphy, Wheat, Allen and Niederlander. Nays: None

**Motion to Exit Executive Session** was made by Trustee Allen and seconded by Trustee Wheat. Ayes: Smith, Murphy, Wheat, Allen and Niederlander. Nays: None

**Results:**

**Motion to Authorize** S. Murphy to address the possible employment reinstatement of B. Beadle made by Trustee Murphy and seconded by Trustee Allen. Ayes: Smith, Murphy, Wheat, Allen and Niederlander. Nays: None

Clerk Van Duren will contact Herkimer County Civil Service to see if it is possible to create two rates of pay for employees based on job functions.

Due to the lack of ambulance drivers, the number of rolled/unanswered calls has increased. This has had a negative impact on the ambulance revenue and may jeopardize the Certificate of Need. A proposed plan is to hire ambulance drivers at an hourly rate. An additional \$30,000 will be reallocated to ambulance salaries. The ambulance department will be monitored closely with a full review in three months.

**Motion to Reallocate** \$30,000 to Ambulance Salaries was made by Trustee Murphy and seconded by Trustee Allen. Ayes: Smith, Murphy, Wheat, Allen and Niederlander. Nays: None

**Motion to Adjourn** the meeting was made by Trustee Murphy, seconded by Trustee Wheat.

Ayes: Smith, Murphy, Wheat, Allen and Niederlander. Nays: None

Meeting adjourned at 9:30 PM.

Respectfully submitted by R. Scott Van Duren, Village Clerk