**VILLAGE BOARD OF TRUSTEES**

**MEETING**

**DECEMBER 18, 2023**

Mayor Dennis Lutes presiding

MEMBERS: Judy Einach, Josh Freifeld, Blake Maras, Johanna Kelley

OTHERS: Becky Jackson, Rebecca Paternosh, Ed LeBarron, Andrew

Thompson, Andrew Webster, Corbin Meleen, Bonnie Rae Strickland, Don McCord, Jim & Nancy Scriven, Phil Baideme, Charles LaPorte, Jon & Terri Casler, Anna Kneer, Anneliza Barney, Richard Barney, Steve & Kate Mayer, Zach Bobseine, Colin Byrne, Kim Underwood, Auditor Nichole Ruf of Drescher & Malecki

**MAYOR/BOARD**

PUBLIC HEARING LOCAL LAW #6-2023/AMENDING OPERATION OF VEHICLES CODE (BLISS & SPRING ST.)

The Mayor opened the Public Hearing at 7:00 p.m. for discussion from the public. Comments, if any, will be heard throughout the meeting.

SEQR REVIEW & DECLARATION FOR 50-60 FRANKLIN STREET

**The board made a motion by Trustee Einach, seconded by Trustee Freifeld and was carried unanimously to approve the SEQR Declaration.**

SITE PLAN FOR 50-60 FRANKLIN ST./KALEIDOSCOPE

**The board made a motion by Trustee Einach, seconded by Trustee Freifeld and was carried unanimously to approve the site plan contingent on the lighting plan being met.**

PRESENTATION OF THE 2022-23 AUDIT & FINANCIAL STATEMENTS

Auditor Nichole Ruf; Drescher & Malecki, gave an overview for the board and public on the Audits.

**The board made a motion by Trustee Freifeld, seconded by Trustee Kelley and was carried unanimously to approve the 2022-2023 Audit.**

**The board made a motion by Trustee Einach, seconded by Trustee Freifeld and was carried unanimously to approve the 2022-2023 Justice Court Audit.**

MINUTES

**The board made a motion by Trustee Freifeld, seconded by Trustee Maras and was caried unanimously to approve the minutes of 11/20/23.**

RESOLUTION #24-2023/FIXING DATE & NOTICE

**The following Resolution was approved on a motion made by Trustee Freifeld, seconded by Trustee Einach and was carried unanimously.**

**FIXING DATE AND NOTICE FOR THE PUBLIC HEARING**

**FOR COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION**

 WHEREAS,the Village Board of the Village of Westfield wishes to assess the advisability of submitting a Community Development Block Grant (“CDBG”) application to the New York State Office of Community Renewal (the “OCR”) for a grant to support Five & 20 Spirits & Brewing in their expansion of operations into the Welch’s warehousing space on North Portage Street, and

 WHEREAS,the Village of Westfield is required to hold a public hearing to provide information to the public and to consider citizen comments regarding community needs and the project proposal prior to submitting an application for CDBG funding, now;

 THEREFORE, BE IT RESOLVED, that the Village Board hereby calls for a Public Hearing whereat all interested parties shall be heard regarding the CDBG program, the Village’s community development and economic development programs, and the potential funding application. Such Public Hearing to be held on January 15, 2024, at 7:00 p.m. in the North Room of Eason Hall, 23 Elm Street, Westfield, New York; and be it further

 RESOLVED,that at least eight (8) days’ notice of such hearing shall be given by the Village Administrator/Clerk by the due posting thereof in the Village Hall and on the Village’s website, and by publishing such notice at least once in the official newspaper of the Village.

CLOSE PUBLIC HEARING FOR LOCAL LAW #6-2023

**The motion was made to close the public hearing by Trustee Kelley, seconded by Trustee Einach and was carried unanimously.**

ACTION

Action taken resulting from the Public Hearing is as follows:

**The board made a motion to approve the Local Law #6-2023 by Trustee Kelley, seconded by Trustee Freifeld and was carried unanimously.**

**POLICE DEPARTMENT**

REPORT

**The board made a motion by Trustee Einach, seconded by Trustee Kelley and was carried unanimously to approve the Police Report.**

REQUEST EXECUTIVE SESSION/PERSONNEL

**FIRE DEPARTMENT**

No Report

**RECREATION DEPARTMENT**

REPORT

**The board made a motion by Trustee Freifeld, seconded by Trustee Einach and was carried unanimously to approve the Program Report.**

REQUEST FOR FUND/POOL HEATERS

**The board made a motion by Trustee Freifeld, seconded by Trustee Maras and was carried unanimously to approve to spend out of Capital Reserve Fund for Pool heaters subject to Permissive Referendum.**

AWARD POOL HEATER BID

**The board made motion by Trustee Freifeld, seconded by Trustee Einach and was carried unanimously to approve the Pool Heater Bid in the amount of $23,600 to Majestic Pools & Spas.**

The other bid received was from Chameleon Pools & Patio in the amount of $25,870.70

**CODE ENFORCEMENT**

REPORT

**The board made a motion by Trustee Freifeld, seconded by Trustee Maras and was carried unanimously to approve the Code Officer Report.**

The Code Officer noted that Tim Hortons anticipates opening December 28th.

**HISTORIAN**

REPORT

**The Historian’s report was approved on a motion made by Trustee Kelley, seconded by Trustee Einach and was carried unanimously.**

**PUBLIC WORKS DEPARTMENT**

REPORT

**The board made a motion by Trustee Freifeld, seconded by Trustee Maras and was carried unanimously to approve the Public Works Report.**

OTTAWAY PARK RATE CHANGE

**The board made a motion by Trustee Freifeld, seconded by Trustee Kelley and was carried unanimously to approve the rate increases for Ottaway Park fees effective January 1, 2024 as follows:**

  In Season: Friday Memorial Day/Weekend to Monday Labor Day

- $150.00 FOR HALF DAY(5 Hr)-11:00 AM to 4:00 PM/4:00 PM to 9:00PM

- $250.00 FOR WHOLE DAY (10 Hrs) - 11:00 AM to 9:00 PM

  Out of Season - Before or After Above Dates

- $200.00 FOR HALF DAY (5 Hr) - 11:00 AM to 4:00 PM /4:00 PM to 9:00

- $300.00 FOR WHOLE DAY (10 Hrs) - 11:00 AM to 9:00 PM

REQUEST PERMISSION TO PURCHASE DUMP TRUCK W/PLOW

**The board made a motion by Trustee Maras, seconded by Trustee Freifeld and was carried unanimously to approve to spend $75,000 out of Capital Reserve Fund for purchase of a 2024-2025 new Dump Truck w/ Plow equipment subject to Permissive Referendum.**

**WATER & SEWER DEPARTMENT**

AWARD CSX MANHOLE REPLACEMENT BID

**The board made a motion to award by Trustee Freifeld, seconded by Trustee Einach and was carried unanimously to approve the award to Kingsview Enterprises in the amount of $321,700.** This would be considering a $24,000 deduction due to the decision to use the concrete manhole. And $45,000 of that will be just to Growers only for replacement of their sewer line coming out of their building into the manhole. The remaining amount will be split between the Village, Welch’s, and Growers based upon the original agreement of average flow of over a five-year period.

Numbers for the Cost Share should be available within a few days and there will be a meeting with Welch’s and Growers to discuss.

The other bid received was from S. St. George in the amount of $451,350.

HYDRANT FLUSHING

It was noted that hydrant flushing is almost completed.

LEAD SERVICE TESTING OF PIPES

Lead service line inspections are approximately 35% completed and will continue into the North side after the first of the year. Zero lead services as of this time.

**ELECTRIC DEPARTMENT**

REPORT

**The board made a motion by Trustee Einach, seconded by Trustee Freifeld and was carried unanimously to approve the report as given.**

EMERGENCY DECLARATION

**The board made a motion by Trustee Einach, seconded by Trustee Maras and was carried unanimously to approve the Emergency Declaration for the broken transmission line insulator replacement.**

DISCUSS POTENTIAL RATE CASE FILING

It’s been 24 years since the last rate increase for our Electric. The money we bring in isn’t enough to cover the costs. NYMPA has a program where they will cover up to $20,000 of consultant costs for a member that is doing a rate filing and we would like to work with BST which is the accounting firm that does our annual electric report to the public service commission every year. They believe the total cost is about $30-$33,000 and those costs are recoverable in the rate once that is done.

 **The board made a motion by Trustee Einach, seconded by Trustee Freifeld and was carried unanimously to move forward with consultants for the rate case filing.**

**TREASURER**

APPROVE BUDGET TRANSFERS

**The board made a motion by Trustee Freifeld, seconded by Trustee Kelley and was carried unanimously to approve the Budget Transfers.**

APPROVE REVENUE & EXPENSE REPORTS

**The board made a motion by Trustee Einach, seconded by Trustee Freifeld and was carried unanimously to approve the Revenue & Expense Reports.**

WARRANTS

**The following warrants were approved on a motion made by Trustee Maras, seconded by Trustee Einach and was carried unanimously.**

Electric W#34 $ 435.40

Water W#42 26,645.35

Sewer W#37 50,535.38

General W#34 66,630.60

Electric W#34 281,850.78

General W#32 11,248.81

Electric W#32 68,421.31

Water W#39 19,676.01

Sewer W#34 27,328.89

**CLERK**

No Report.

EXECUTIVE SESSION/PERSONNEL

**Following the Executive Session, the board made a motion by Trustee Freifeld, seconded by Trustee Kelley and was carried unanimously to re-enter regular session.**

ACTION

Action taken resulting from the Executive Session is as follows:

**The board made a motion by Trustee Freifeld, seconded by Trustee Kelley and was carried unanimously to amend the prior motion as to the date change for the Public Hearing for the CDBG Grant which should be January 16th.**

**There being no further business to come before the board the motion was made to adjourn the meeting by Trustee Freifeld, seconded by Trustee Kelley and was carried unanimously.**