

VILLAGE BOARD OF TRUSTEES
BUDGET SESSION MINUTES
March 14, 2016

Mayor Michael VandeVelde presiding

MEMBERS: Rob Cochran, Mike Catalano, Dave Brooker, Al Holbrook

OTHERS: Becki Paternosh, Andrew Webster, Tom Tarpley, Jill Santi, David Haskin, Ann Kneer, Erin Havenstein (Patterson Library), Eric Wies (Clark Patterson Lee)

MAYOR/BOARD

BOND RESOLUTION DISCUSSION

Eric Wies, of Clark Patterson Lee gave an in depth overview of the Grant procedure. The final SEQR Resolution needs to be accomplished in the first week or two of April and potential Bond Resolution. We need to make sure that everything we have in this current scope is included in those previous bond resolutions so full advantage can be taken of the grants. These are through the EFC; Water Environment Improvement Act Grants created in June 2015. The Governor had allotted 200 million dollars for sewer & water projects.

West Main Street water main replacement which entails replacing 4,100 linear feet of water line to the east to the town line - \$709,000. The primary reason for replacement is age and deterioration.

Terrace St. water main replacement/750 ft of main, but due to the fact of crossing over the Gorge the cost estimate is \$331,000. Bliss Street currently gets its water supply from a booster pump station. The pumps are outdated and run 24/7; issues with the pumping and with the main itself. He noted the water main project plus improvements to the pump station, these will include a generator, two new variable speed domestic water pumps and a fire booster pump which will increase capabilities and improve the energy efficiency of the pump station. That cost would be \$335,000 for the water main, and \$168,000 for the pump station.

Secondary water source at the water plant/gorge intake replacement project which also includes a substantial amount of directional drilling to include 2,200 linear feet of water main. The next issue is Water Treatment Plant Filters that were installed in 1995. Also, there are issues with the underdrain of the filter beds with water leaking out of

the bottom of the units so we are anticipating to replace filter medium and making repairs to the underdrain – estimate of \$415,000.

Currently there is no automatic generator up at the Plant. We are looking at a 400kw either diesel or propane generator on site to supply power to the entire plant - \$283,000.

Lastly is an improvement to the older portion of the building; roofing, windows, doors, and brick re-pointing - \$465,000. The total at this point would be approximately a 3.1 million dollar project. The best case scenario would be a 60% grant so 1.85 million and the rest would be a loan.

Those are the key things that need to be accomplished to submit the grant. They're called Water Environment Improvement grants and they were created in June of 2015. The Governor had allocated 200 million dollars towards water and sewer projects.

RESOLUTION #4-2016

The board made a motion to approve the following Resolution on a motion made by Trustee Catalano, seconded by Trustee Brooker, and was carried unanimously.

SEQR

WASTEWATER TREATMENT PLANT IMPROVEMENTS

WHEREAS, in compliance with Part 617 of the implementing regulations pertaining to Article 9 (State Environmental Quality Review Act-SEQRA) of the Environmental Conservation Law, the Westfield Village Board has reviewed the Capital Improvement Program proposed for the Wastewater Treatment Plant in the Village of Westfield, and WHEREAS, the Village Board of the Village of Westfield has classified the action as a Type II action which are not subject to SEQR review; and WHEREAS, the Village of Westfield has determined that the proposed project, which is a Type II action, will not have a significant impact on the environment or are otherwise precluded from environmental review under Environmental Conservation Law, article 8. THEREFORE, BE IT RESOLVED, that the Village Board of the Village of Westfield, after considering the action proposed herein, reviewing the criteria contained in Section 617.5 part c2 of the Rules and Regulations of the SEQRA Regulations, determines that the action is a Type II action and is not subject to SEQR review; and BE IT FURTHER RESOLVED, that the Mayor is hereby authorized and directed to sign required documentation indicating that the proposed action is a Type II action.

RESOLUTION #3-2016

SEQR REVIEW LEAD AGENCY DESIGNATION WASTEWATER TREATMENT PLANT IMPROVEMENTS

The board approved the following resolution on a motion made by Trustee Cochran, seconded by Trustee Holbrook, and was carried unanimously.

WHEREAS, the Village of Westfield is proposing to undertake a series of wastewater treatment plant upgrades to improve district operations and efficiencies; and

WHEREAS, the Wastewater System Improvements include the performance of rehabilitation work at the wastewater treatment plant; and

WHEREAS, pursuant to Part 617 b NYCRR Article 8 of the Environmental Conservation Law, SEQR, the Village of Westfield should “as early as possible in an Agency’s formation of an action it proposes to undertake”, begin the SEQR process; and

WHEREAS, the Village of Westfield has classified the actions as TYPE II Actions under SEQR.

AMENDING BOND RESOLUTION

The board made a motion by Trustee Catalano, seconded by Trustee Holbrook and was carried unanimously pending Permissive Referendum, to increase the bond resolution which was passed in January from what it was originally - \$4,500,000 to \$6,616,400.

Impact will mean there is no interest for the loan. The cost of the bond is shared between us and the three Processors. Trustee Catalano reported that the DPW Board had recommended these additions be made and to take advantage of the “0” interest loan which would allow us to have equalization at the plant so if we have a high rate of storm flow it would allow that to process through the plant instead of it all going through and bypassing, it would process at a more acceptable rate.

PATTERSON LIBRARY

Erin Havenstein, Patterson Library, presented an overview which included statistics from their Annual Report. She expressed her gratitude for the appreciation the community has for their Library. She noted there were 44,000 visitors last year, it is a valuable resource and is needed. She noted any support will be very much appreciated.

FIRE DEPARTMENT

A Budget Worksheet was submitted to the board members which the Chief read through and discussed in more detail.

RADIOS

The Mayor informed Chief Bills it had been voted to take the \$40,000 out of the Capital Reserve for the radios so he would not have to increase his budget to pay for them.

Once the system is up and running and is formally accepted by the County of Chautauqua as acceptable there will be more information for the particulars when it comes to making the purchase.

Trustee Catalano inquired if training expenses for the new radios had been anticipated? The Chief had not considered this as yet.

RECREATION DEPARTMENT

Andrew Webster reported that overall the budget for the Rec. Dept is up \$4,202 or 3.6% which is 100% from the wage increase when he began as Full Time. He gave an overview of his budget to the board. He passed a handout of a study estimating the revenue from increasing out of town fees \$5 or \$10 for the Youth Soccer Program, Basketball Program and Summer Program. It was suggested that any scholarships awarded should be limited to Westfield only participants. Trustee Catalano felt that the donating organization should be the ones deciding, not the Village Board.

In the summer adults pay \$1.00 but children swim for free due to charitable donations, but not all of them are Westfield residents. It was felt we have become more of a regional Recreation Department as far as certain programs are concerned. There have been increased numbers of out of town participants in the programs the last few years.

STREET DEPARTMENT

Street Administration went down approximately \$4,200 this year mostly due to Ed's salary being split among 4 funds this year compared to 3.

Street Maintenance - note a correction to the \$38,000 which should still be listed as \$37,000, so there was not an increase (Mechanic).

Maintenance went up due to the Mechanic doing more preventative maintenance than we previously had done.

Asphalt up \$5,000. Won't know prices until May.

CHIPS decreased \$33,000.

Putting away \$15,000 towards material for when the parking lot is done.

Parks - went up \$8,300. Mower replacement every three years, warranty is for 3 years.

Increased building maintenance at Ottaway Park (kitchen area, cement floor needs replaced)

Refuse and Garbage went up \$7,300. Recycling expense shows it went up \$5,000 but was previous to Casella charging a lump sum that included garbage, spring cleanup and recycling, but when new contract was done it was split three ways.

Mulch-\$8,000-\$10,000/yr. which is one of the reasons for the security cameras.

Shade trees/increased to about \$2,000. This is due to the fact that when we go out to bid for tree removal prevailing wage must be paid. Used to be able to cut down 15 trees a year; we are lucky now to be able to do 7 because of this excess fee.

Highway Signs-need to increase. Would like to raise it at least \$500.

Street Dept. budget down approx.\$13,000, but lost \$32,000 in revenue so overall the budget did increase about \$20,000.

Equipment-the next item needing replacement; which will come under the Water and Sewer fund is 1 pickup truck. We will have to replace our Roller this year or next year that we share with the town and that will be split 50/50.

Ed noted that there may possibly be some things that have to be modified during the year as he completes his budget process during January and usually the pavement is under snow. This past year was an exceptional year and it was visible.

Miscellaneous expenses were mostly due to the flood from July in hopes of being reimbursed from FEMA which we were not. \$50,000 out of the budget for that flood.

A question in regard to increases in everyones line item except for the Fire Department. The Mayor explained that the increase they are asking for is a little over \$40,000 just for the radios. The Treasurer noted that the budget last year was \$96,850 and this year is \$137,450. The \$62,000 was agreed to take out of Capital Reserve; is the \$40,000 something that could be taken out of the unallocated fund balance if we needed to. Keep in mind the money for the Police radios will come out of the fund balance too. Just the extra \$40,000 plus the \$20,000 for the Police Dept. plus the flood, would be a large amount of money coming

out of the fund balance, but there is a need to be cautious with doing that.

RADIOS

Tom Tarpley noted that there could be changes which would most likely add to the overall cost. He recommended not to get boxed in for now. There is not enough information being received regarding the subject of radios. No one should ever sign off on Motorola's Contract without Public Works and the other entities within the county being able to communicate with each other. And when it is being discussed that Fire Department personnel are not being able to communicate with other Fire Department personnel in a critical incident, that is not good, something is wrong with this information.

Could get \$2,000 more with increasing the Recreation revenue. The Other item discussed was the garbage bags fee \$1.00 pkg. would be \$5,500. We would still be ahead \$2,500. It was also suggested to invest in a new Policies and Procedures Manual.

Treasurer made a suggestion for the policy manual. Has \$3,000 more in her budget for the asset appraisal. Once that is done next year that could be used for a Policy Manual.

A suggestion was made for some revenue to have our police officers work in conjunction with the Fish & Game Club when they hold the Pistol Permit Class and offer to do fingerprinting services, they already have a fee set up rather than people having to go to the State Police and the County if they knew that was available in Westfield, they might take advantage of that. At \$50/per person and if you have 10-15 people per class, with them running them every other week or so.

Further discussion next Monday meeting.

The board made a motion to adjourn the meeting by Trustee Catalano, seconded by Trustee Cochran and was carried unanimously.