

**VILLAGE BOARD OF TRUSTEES
AUGUST 21, 2017 MINUTES**

Mayor Michael VandeVelde presiding

MEMBERS: Jill Santi, Rob Cochran, Mike Catalano, Al Holbrook

OTHERS: Becky Jackson, Becki Betts-Paternosh, Ed LeBarron, Rob Genthner, Andrew Thompson, Andrew Webster, Bonnie Rae Strickland, Marybelle Beigh, Bill Christ, Ed Slate, Ron Catalano, Nicole Gugino (Observer), Deb Puckhaber, John Hemmer

MAYOR/BOARD

PUBLIC HEARING

The Mayor opened the Public Hearing to consider proposed Local Law #1-2017/Amending Ch. 124 Sewer Law and adding a "Mini Pre-Treatment Program and recited the changes with Andrew Thompson giving an explanation of this addition.

The hearing was left open for public comment.

MINUTES

The board made a motion to approve the minutes of 7/17/17 by Trustee Santi, seconded by Trustee Catalano and was carried unanimously.

MOORE PARK USAGE FEE DISCUSSION

Following further discussion with regard to charging a fee for the use of Moore Park, the board felt that no fee should be charged for the use of the park.

RESOLUTION #18-2017 MEUA DELEGATE

The board made a motion to approve the following resolution by Trustee Holbrook, seconded by Trustee Catalano and was carried unanimously.

Whereas, the Board of Public Works of the Village of Westfield, New York, is a municipal member of the Municipal Electric Utilities Association of New York State, and Whereas, the Semi-Annual Conference of the Municipal Electric Utilities Association of New York State has been called on September 19-22nd, 2017 to be held at the Holiday Inn, Saratoga Springs, NY, and,

Whereas, in accordance with the by-laws of the Municipal Electric Utilities Association of New York State, each municipal member may cast one vote on each transaction properly brought before this meeting,

NOW THEREFORE BE IT RESOLVED, that DPW Director, Andrew Thompson, be and is hereby designated as the accredited delegate of the Board of Public Works of the Village of Westfield, New York.

I certify that this Resolution was adopted by the Village Board of the Village of Westfield, New York on the 21st day of August, 2017

In Witness Whereof, I have hereunto set my hand and the official seal of the Village of Westfield on this 21st day of August, 2017

DISCUSS CONCEPTUAL PLANS FOR FORMER PORTAGE INN PROPERTY

The board made a motion to approve Proposal Option #2 not to exceed \$3,500 with funds to come from the Grant by Trustee Holbrook, seconded by Trustee Santi and was carried unanimously.

The Portage Inn site was included as a road down to the Parking Lot in the Grant that the Town got for the Welch Trail. It was suggested to do some sort of pathway instead of a road for vehicles, which they said would be permissible to do that. There is a possibility we will get that money from the Grant back or they might turn down that portion and we won't get reimbursed.

INNER LAKES FEDERAL CREDIT UNION AGREEMENT

Following ongoing discussions with the Inner Lakes Federal Credit Union; their offer is to exchange with us so we can install a dumpster corral if we will allow them to put in a drive-thru ATM. The Mayor is asking for board approval to sign an Agreement or any other documents which might be involved to give them the right to use a part of that lot to put in the ATM in exchange for us to put in the dumpster corral. Ed noted the project will be completed by the end of summer 2018.

The board made a motion by Trustee Catalano, seconded by Trustee Cochran and was carried unanimously to approve for the Mayor to sign any necessary agreement or documentation regarding this interchange.

CLEARGOV PROPOSAL

The board briefly discussed this proposal and were in agreement that it was too expensive.

WIRELESS CCTV PROPOSAL (PUBLIC SPACE SURVEILLANCE CAMERAS)

The cameras would be priced at \$7,300 each and their range is 2,500 feet. One could be used on a trial basis although it was felt 4 would be more beneficial to proceed with having them altogether which would total \$28,000. We would be responsible to put them up, which the Electric Dept. could accomplish. If they break down the company would replace them plus they are covered for 3 years maintenance.

The board made a motion by Trustee Catalano, seconded by Trustee Santi and was carried unanimously to approve the purchase of all four (4) cameras as they were proposed from out of the fund balance.

RECREATION DEPARTMENT CAPITAL RESERVE

Andrew Webster requested permission to replace the boy's locker room door at the Welch Field Pool House. Only one quote has been received which was for \$3,200 and is awaiting receipt of 2 more.

The board approved permission on a motion by Trustee Holbrook, seconded by Trustee Santi and was carried unanimously to expend from the Recreation Department Capital Reserve Fund (subject to Permissive Referendum), not to exceed \$5,000.

CLOSE PUBLIC HEARING

The Public Hearing for Local Law #1-2017 was closed.

ACTION ON PROPOSED LOCAL LAW #1-2017

The board made a motion by Trustee Holbrook, seconded by Trustee Cochran and was carried unanimously to approve Local Law #1-2017.

POLICE DEPARTMENT

MONTHLY OVERTIME REPORT

The board made a motion to approve the Monthly Report and Overtime Report of 34.5 hours by Trustee Cochran, seconded by Trustee Catalano and was carried unanimously.

RESIGNATION OF POLICE OFFICER

The board accepted with regrets, the resignation of Justin Peterson as of August 29th on a motion made by Trustee Catalano, seconded by Trustee Holbrook and was carried unanimously.

EXECUTIVE SESSION TO DISCUSS PERSONNEL

FIRE DEPARTMENT

MONTHLY REPORT

The board made a motion to accept the Monthly Report by Trustee Santi, seconded by Trustee Cochran and was carried unanimously.

BALANCE OF FY16-17

The board made a motion by Trustee Catalano, seconded by Trustee Santi and was carried unanimously to carry over the remaining balance of \$19,600 from the FY 2016-17 Budget to the Fire Department Capital Reserve Fund.

RECREATION DEPARTMENT

PROGRAM REPORT

Andrew gave a brief overview of the 50 year of the Pool Opening Celebration along with the remainder of the Recreation Program Report.

The board made a motion to approve the Program Report and the Overtime Report of 16.7 hours by Trustee Holbrook, seconded by Trustee Santi.

BONFIRE

The board felt more information was needed in regard to a School Homecoming Week Bonfire to be held at the Welch Field. There was a reminder also to alert the Fire Department for their assistance with this activity.

CODE ENFORCEMENT

MONTHLY REPORT

The board made a motion to approve the Code Enforcement Report by Trustee Cochran, seconded by Trustee Holbrook and was carried unanimously.

Code Officer reported she would be at training next month but that her assistant, Lindsey would be available to answer any questions.

HISTORIAN

MONTHLY REPORT

The board made a motion to approve the Historian's Report by Trustee Santi, seconded by Trustee Catalano and was carried unanimously.

PUBLIC WORKS

MONTHLY/OVERTIME REPORT

The board approved the Monthly Report and Overtime Report of 3.7 hours by Trustee Santi, seconded by Trustee Cochran and was carried unanimously.

MAIN STREET PARKING LOT RECONSTRUCTION DISCUSSION

The board discussed funding for the Main St. Parking Lot reconstruction which will amount to a total of approximately \$313,000.-\$330,000.

The board made a motion to approve expenditure from the Main Street Parking Lot Capital Reserve Fund in the amount of \$33,300, subject to Permissive Referendum by Trustee Holbrook, seconded by Trustee Catalano and was carried unanimously.

The board made a motion by Trustee Santi, seconded by Trustee Catalano and was carried unanimously to take the \$52,000 out of fund balance to go towards the Parking Lot.

ENGINEERING COSTS FOR REPLACEMENT/INSTALLATION OF NEW WATER MAIN

The board made a motion to approve engineering for replacement/installation of water mains by Greeman-Pedersen, Inc. (Hills Engineering) at the cost of \$28,000 Trustee Cochran, seconded by Trustee Holbrook and was carried unanimously.

WATER DEPARTMENT

MONTHLY AND OVERTIME REPORT

The board made a motion to approve the Monthly Report and Overtime report of 12.7 hours by Trustee Santi, seconded by Trustee Catalano and was carried unanimously.

CHANGE ORDER WPCF UPGRADE PROJECT TO REPAIR WALKWAYS BASIN #4

The board made a motion to approve the change order for the WPCF Upgrade Project by H&K Services Inc. in the amount \$16,840 by Trustee Holbrook, seconded by Trustee Catalano and was carried unanimously.

SEWER DEPARTMENT

MONTHLY AND OVERTIME REPORT

The board made a motion to approve the Monthly Report and Overtime report of 12.7 hours by Trustee Santi, seconded by Trustee Catalano and was carried unanimously.

**ELECTRIC DEPARTMENT
MONTHLY OVERTIME REPORT**

The board approved the Monthly Report and Overtime Report of 60.4 hours by Trustee Catalano, seconded by Trustee Santi and was carried unanimously.

PURCHASE ELECTRIC VEHICLE

An Electric Vehicle would be used for the purpose of reading meters and travel to various training. We should qualify for a \$5000 rebate from New York Power Authority. Over 3 years, no interest financing, we could finance on the PPA charge if we prefer.

The board made a motion to approve the purchase of a 2017 Chevrolet Volt electric vehicle in the amount of \$29,987 to come out of the Electric Fund Budget by Trustee Cochran, seconded by Trustee Catalano and was carried unanimously.

TREASURER

There was no overtime to report for the Treasurer's Department.

CLERK

There was no overtime to report for the Clerk's Department.

UNUSED VACATION TIME

The board approved permission to carry over two accrued unused vacation days for Vince on a motion made by Trustee Catalano, seconded by Trustee Santi and was carried unanimously.

WARRANTS

The following warrants, excluding the invoice from Jack's Welding, were approved on a motion made by Trustee Catalano, seconded by Trustee Santi and was carried.

General	W#14	\$64,725.16
Electric	W#15	31,649.56
Water	W#15	22,094.19
Sewer	W#14	27,451.57
General	W#15	16,233.93
Electric	W#16	157,838.66
Water	W#16	17,701.73
Sewer	W#15	42,808.93
Capt'l. Eason Hall	W#12	9,420.00

The invoice from Jack's Welding was approved on a motion made by Trustee Holbrook, seconded by Trustee Cochran and was carried with Trustee Catalano abstaining from the vote.

The board made a motion to enter into Executive Session to discuss Personnel in the Police and the Fire Department by Trustee Holbrook, seconded by Trustee Santi and was carried unanimously.

The motion was made to exit Executive and re-enter regular session by Trustee Santi, seconded by Trustee Holbrook and was carried unanimously.

ACTION

The following action was taken as a result of the Executive Session:

The board made a motion by Trustee Holbrook, seconded by Trustee Santi and was carried unanimously to hire Arielle Karlstrom as P.T. Clerk in the Police Department at \$10.00/hr. to replace Jodi Burgess effective following training.

The board made a motion to hire Justina Preston as F.T. Police Officer at the rate of \$20.19/Hr. effective September 4th by Trustee Catalano, seconded by Trustee Cochran and was carried unanimously.

The board made a motion to re-enter Executive Session to discuss Personnel BY Trustee Catalano, seconded by Trustee Holbrook and was carried unanimously.

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

There was no action taken as a result of the final Executive Session.

There being no further business to come before the board, the meeting was adjourned on a motion made by Trustee Cochran, seconded by Trustee Santi and was carried unanimously.