

**VILLAGE BOARD OF TRUSTEES**  
**MAY 15, 2017 MINUTES**  
Mayor Michael VandeVelde presiding

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

**OTHERS:** Vince Luce, Ed LeBarron, Becki Betts-Paternosh, Bonnie Rae Strickland, Andrew Thompson, Rob Genthner, Marybelle Beigh, Pam Lyon, Sharon Bane, Julie Murphy, Ann Kneer, Amaya Wells

**MAYOR/BOARD**  
**MINUTES**

**The board made a motion to approve the 4/17/17 and 5/2/17 minutes by Trustee Holbrook, seconded by Trustee Santi and was carried unanimously.**

**RESOLUTION #10-2017**

**The board passed the attached Resolution Retirement Standard Work day and Reporting by Trustee Catalano, seconded by Trustee Holbrook and was carried unanimously.**

**SCHOOL BUDGET UPDATE**

Julie Murphy, School Business Officer gave an overview of the tentative school budget for the 2017-2018 school fiscal year.

**POLICE DEPARTMENT**

**MONTHLY OVERTIME REPORT**

**The board made a motion to approve the Monthly Report and Overtime Report of 35.75 hours by Trustee Santi, seconded by Trustee Holbrook and was carried unanimously.**

**CARRYOVER VACATION**

**The board made a motion to approve a request By Chief Genthner for a carryover of 10 vacation days by Trustee Holbrook, seconded by Trustee Catalano and was carried unanimously.**

**OFFICER RESIGNATION**

**The board made a motion to accept Officer Justina Preston's resignation effective 05/31/17 by Trustee Holbrook, seconded by Trustee Catalano and was carried unanimously.**

**FIRE DEPARTMENT**

**MONTHLY REPORT**

**The motion was made by Trustee Santi, seconded by Trustee Cochran and was carried unanimously to approve the Fire Department Monthly Report as read by Mayor VandeVelde.**

**EXECUTIVE SESSION**

Request for Executive Session to discuss new applicants for the Fire Department.

**RECREATION DEPARTMENT**

**MONTHLY REPORT**

**The board made a motion to approve the Recreation Department Monthly Report by Trustee Catalano, seconded by Trustee Santi and was carried unanimously.**

**SEASONAL EMPLOYEES**

**The board made motion to approve the seasonal employees which will come in under budget by Trustee Holbrook, seconded by Trustee Santi and was carried unanimously.**

**CODE ENFORCEMENT**

**MONTHLY REPORT**

**The board approved the Code Enforcement Monthly Report by Trustee Santi, seconded by Trustee Cochran and was carried unanimously.**

**HISTORIAN**

**MONTHLY REPORT**

**The board made a motion to approve the Historian Monthly Report by Trustee Cochran, seconded by Trustee Catalano and was carried unanimously.**

The Historian noted she is very happy to have her new office which is now located at the DPW Offices.

**PUBLIC WORKS**

**MONTHLY/OVERTIME REPORT**

**The board made a motion to approve the Monthly & Overtime Report by Trustee Catalano, seconded by Trustee and was carried unanimously.**

**WATER MATERIAL AND SUPPLIES BID**

**The board made a motion to approve the Water Material and Supplies Bid to Lock City Supply on a motion made by Trustee Cochran, seconded by Trustee Holbrook and was carried unanimously.**

**WATER DEPARTMENT**

**MONTHLY AND OVERTIME REPORT**

**The board approved the Monthly Report and Overtime Report of 10.1 hours by Trustee Catalano, seconded by Trustee Santi and was carried unanimously.**

**SEWER DEPARTMENT**

**MONTHLY/OVERTIME REPORT**

**The board made a motion to approve the Monthly Report and the Overtime Report of 5.8 hours by Trustee Santi, seconded by Trustee Cochran and was carried unanimously.**

**ARC FLASH STUDY**

**The board made a motion to approve for Wendel to do an Arc Flash Study in the amount of \$20,000 by Trustee Holbrook, seconded by Trustee Catalano and was carried unanimously.**

**CONTRACT LAB WORK**

**The board made a motion to approve Microbac for Contract lab work by Trustee Catalano, seconded by Trustee Santi and was carried unanimously.**

**SURPLUS EQUIPMENT**

**The board made a motion by Trustee Holbrook, seconded by Trustee Santi and was carried unanimously to approve the selling of surplus equipment including 3 pumps at the raw sewage Pump Station, 6 aerators off basins 2,3 and 4.**

**ELECTRIC DEPARTMENT**

**MONTHLY/OVERTIME REPORT**

**The board made a motion to approve the Monthly Report and Overtime Report of 18 hours by Trustee Santi, seconded by Trustee Cochran and was carried unanimously.**

**EXECUTIVE SESSION REQUEST**

**TREASURER**

**MARCH FINANCIALS**

**The board made a motion to approve the March Financials by Trustee Holbrook, seconded by Trustee Catalano and was carried unanimously.**

**BUDGET DETAIL**

**The board made a motion to approve the budget detail by Trustee Holbrook, seconded by Trustee Catalano and was carried unanimously.**

**CLERK**

**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 #53	\$29,930.39
Electric #49	283,453.46
Electric #50	3,191.50
Water #55	9,643.86
Sewer #56	14,520.81
Cap. Proj WPCF #26	177,053.51
General #55	47,740.45
Electric #52	177,624.66
Water #57	13,628.63
Sewer #59	52,731.45
Cap. Proj. Eason Hall #27	55,100.00
Cap. Proj. Park Lots #28	3,000.00

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

**EXECUTIVE SESSION**

**The board made a motion by Trustee Santi, seconded by Trustee Holbrook and was carried unanimously to enter into Executive Session to discuss Personnel issues.**

**ACTION**

Action taken as a result of the Executive Session is as follows:

**The board approved a motion to make Electric Line Apprentice, Derrick Nickerson, permanent as of today's date, 5/15/17 by Trustee Cochran, seconded by Trustee Holbrook and was carried unanimously.**

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



Office of the New York State Comptroller  
 New York State and Local Retirement System  
 Employees' Retirement System  
 Police and Fire Retirement System  
 110 State Street, Albany, New York 12244-0001

# Standard Work Day and Reporting Resolution for Elected and Appointed Officials

RESOLUTION 10-2017

**RS 2417-A**

(Rev. 8/15)

BE IT RESOLVED, that the VILLAGE OF WESTFIELD / 40267 hereby establishes the following standard work days for these titles and (Name of Employer) (Location Code)

will report the officials to the New York State and Local Retirement System based on their record of activities:

Title	Standard Work Day (Hrs/day) Min. 6 hrs Max. 8 hrs	Name (First and Last)	Social Security Number (Last 4 digits)	Registration Number	Tier 1 (Check only if member is in Tier 1)	Current Term Begin & End Dates (mm/dd/yy - mm/dd/yy)	Record of Activities Result*	Not Submitted (Check only if official did not submit their Record of Activities)
<b>Elected Officials</b>								
					<input type="checkbox"/>			<input type="checkbox"/>
					<input type="checkbox"/>			<input type="checkbox"/>
<b>Appointed Officials</b>								
Village Court					<input type="checkbox"/>			<input type="checkbox"/>
Clerk	6	Kimberly R. Stahley	2615	43451376	<input type="checkbox"/>	4/3/17-4/1/21	10.96	<input type="checkbox"/>

**SEE INSTRUCTIONS FOR COMPLETING FORM ON REVERSE SIDE**

I, Vincent E. Luce, secretary/clerk of the governing board of the Village of Westfield, of the State of New York, (Name of secretary or clerk) (Name of Employer)

do hereby certify that I have compared the foregoing with the original resolution passed by such board at a legally convened meeting held on the 15th day of May, 2017 on file as part of the minutes of such meeting, and that same is a true copy thereof and the whole of such original.

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of the Village of Westfield on this 15th day of May, 2017 (Name of Employer)

[Signature] (Signature of the secretary or clerk)

Affidavit of Posting: I, Vincent E. Luce, being duly sworn, deposes and says that the posting of the Resolution began on 5/15/17 and continued for at least 30 days. That the Resolution was available to the public on the (Date)

Employer's website at \_\_\_\_\_

Official sign board at Eason Hall, 23 Elm St., Westfield, N.Y. 14787

Main entrance secretary or clerk's office at \_\_\_\_\_

