

VILLAGE BOARD OF TRUSTEES
JUNE 19, 2017 MINUTES
Mayor Michael VandeVelde presiding

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

OTHERS: Becky Jackson, Becki Betts Paternosh, Andrew Webster, Andrew Thompson, Ed LeBarron, Jerry Ruch, Marybelle Beigh, Ed Kneer, Ann Kneer, David Brown, Martha Bills, Sandra Devlin Eckman

6:30 p.m. LWRP BOUNDARIES DISCUSSION

Prior to the opening of the regular board meeting, a work session with Chautauqua County Planning was held to discuss LWRP boundaries.

MAYOR/BOARD
MINUTES

The board made a motion by Trustee Holbrook, seconded by Trustee Santi and was carried unanimously to approve the 5/15/17 minutes to contain the recommended amendment to include title of the position for wage increase.

RESOLUTION #12-2017

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

MULTI-JURISDICTIONAL HAZARD COMMUNICATIONS PLAN

WHEREAS, Village of Westfield, with the assistance from Ecology and Environment Inc., has gathered information and prepared the Chautauqua County Multi-Jurisdictional Hazard Mitigation Plan; and

WHEREAS, the Chautauqua County Multi-Jurisdictional Hazard Mitigation Plan has been prepared in accordance with the Disaster Mitigation Act of 2000; and

WHEREAS, Village of Westfield is a local unit of government that has afforded the citizens an opportunity to comment and provide input in the Plan and the action in the Plan; and

WHEREAS, the Village of Westfield has reviewed the Plan and affirms that the Plan will be updated no less than every five years;

NOW THEREFORE, BE IT RESOLVED by the Board of Trustees that the Village of Westfield hereby adopts the Chautauqua County Multi-Jurisdictional Hazard Mitigation Plan as this jurisdiction's Natural Hazard Mitigation Plan, and resolves to execute the actions in the Plan.

RESOLUTION #13-2017

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

**WITH REFERENCE TO THE PROPOSED
VILLAGE OF WESTFIELD, CHAUTAUQUA COUNTY, NEW YORK
NYS WATER INFRASTRUCTURE IMPROVEMENT ACT GRANT APPLICATION**

WHEREAS, the Village Board of Trustees of the Village of Westfield has determined that it is in the Village's best interest to apply for funding to assist in the financing of its Water System Improvement Project: and
WHEREAS, affordability for the Village's residents and property owners is a significant concern in advancement of the proposed project: and
NOW, THEREFORE, be it RESOLVED as follows:

1. The Village Board of Trustees of the Village of Westfield authorizes Municipal Solutions, Inc. to prepare applications for funding through the NYS Water Infrastructure Improvement Act.
2. The Village Board of Trustees authorizes Mayor Michael VandeVelde to execute the application for NYS Water Infrastructure Improvement Act grant application and any and all other contracts, documents and instruments necessary to bring about the project and to fulfill the Village of Westfield's obligations under the grant agreement.

This resolution shall take effect immediately.

REQUEST FOR RALLY IN THE ALLEY

The board made a motion by Trustee Santi, seconded by Trustee Catalano and was carried unanimously to approve the request from the Tap Room to have their Annual "Rally in the Alley" July 7th and 8th.

APPROVE UPDATED CODE OF ETHICS POLICY

The board made a motion by Trustee Holbrook, seconded by Trustee Catalano and was carried unanimously to approve the updated Code of Ethics Policy as presented.

**NORTH CHAUTAUQUA LAKE SEWER DISTRICT INTERMUNICIPAL AGREEMENT
SLUDGE DISPOSAL**

The board made a motion to approve the NCLSD Intermunicipal Agreement Sludge Disposal by Trustee Cochran, seconded by Trustee Holbrook and was carried unanimously.

SCHEDULE PUBLIC HEARING TO DISCUSS MODEL SEWER USE LAW

The board scheduled a public hearing for July 17th @ 7:00 P.M. by Trustee Holbrook, seconded by Trustee Catalano and was carried unanimously.

RESOLUTION #14-2017

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

RESOLUTION APPROVING A DE MINIMIS LETTER TO THE NYSDOT RELATED TO IMPACT OF APPROPRIATION OF PART OF MOORE PARK

The Board of Trustees of the Village of Westfield, New York, hereby resolves as follows: WHEREAS, the Village of Westfield is the owner in fee of Moore Park, and WHEREAS, the New York State Department of Transportation ("NYSDOT") is considering a federally funded project to bring the pedestrian facilities at the intersection of East Main Street and South Portage Street into compliance with the Americans Disabilities Act, and such project would require the purchase of 128 square feet of the northwest corner of Moore Park, and

WHEREAS, Moore Park is a Section 4(f) resource under the U.S. Department of Transportation Act of 1966, and

WHEREAS, NYSDOT intends to request that the Federal Highway Administration make a *de minimis* finding with respect to the acquisition of part of Moore Park, and requires concurrence from the Village of Westfield, the owner of the park, and

WHEREAS, the Board of Trustees has reviewed the potential impacts of the appropriation and believes the impacts to the park are in fact minimal, especially in light of the benefits of the new pedestrian facilities and fully-accessible approaches to Village sidewalks,

NOW, THEREFORE, BE IT

RESOLVED, that the Board approves the *de minimis* letter to the NYSDOT related to the impact of the appropriation of a small part of Moore Park for purposes of improving the surrounding pedestrian facilities to bring them into compliance with the Americans with Disabilities Act; and be it further

RESOLVED, that the Mayor is authorized to take all necessary administrative actions to implement this resolution.

EXECUTIVE SESSION TO DISCUSS PERSONNEL

POLICE DEPARTMENT

MONTHLY OVERTIME REPORT

The board made a motion to approve the Monthly Report and Overtime Report of 44.75 hours by Trustee Catalano, seconded by Trustee Santi and was carried unanimously.

POLICE OFFICER RESIGNATIONS

The board made a motion to accept the resignations of P.T. Officers Erik Karlstrom and Joshua Schauman by Trustee Holbrook, seconded by Trustee Cochran and was carried unanimously.

REQUEST EXECUTIVE SESSION/PERSONNEL

FIRE DEPARTMENT

MONTHLY REPORT

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

REAPPOINTMENT OF FIRE DEPARTMENT MEMBERS

The board made a motion to approve the three members; Jeff Breads, Jeremy Zanghi and Bradley Szymczak, pending the background check on the fourth member, back into the Fire Department on a motion made by Trustee Catalano seconded by Trustee Santi and was carried unanimously.

DISPOSE OF ASSETS

The board made a motion to dispose of the listed items totaling \$147,959 as presented by Fire Chief Jerry Ruch on a motion made by Trustee Catalano, seconded by Trustee Santi and was carried unanimously.

FIREMEN'S CONVENTION INFORMATION

Chairman of the Firemen's Convention, Ed Kneer discussed with the board plans for the Convention noting the Parade would be held on Friday.

Ed Kneer made a request to close Clinton Street from Maple to Market Street on Friday, August 4th at 3:30 p.m. which was approved by a motion made by Trustee Santi, seconded by Trustee Catalano and was carried unanimously.

RECREATION DEPARTMENT

PROGRAM REPORT

The board made a motion to approve the Program Report by Trustee Holbrook, seconded by Trustee Santi and was carried unanimously.

ADDITIONAL SEASONAL EMPLOYEES

The board agreed to table discussion until the Executive Session.

HISTORIAN

MONTHLY REPORT

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

PUBLIC WORKS

MONTHLY/OVERTIME REPORT

The board made a motion to approve the Public Works Monthly Report and the Overtime Report of 7.4 hours on a motion by Trustee Catalano, seconded by Trustee Santi and was carried unanimously.

YARD WASTE DISPOSAL

Following brief discussion; it was noted that Bentley Tree Care does not possess a DEC Permit.

The board approved St. George to do just the grinding portion of the yard waste in the amount of \$4,800 on a motion made by Trustee Holbrook, seconded by Trustee Santi and was carried unanimously.

WATER DEPARTMENT

MONTHLY AND OVERTIME REPORT

The board made a motion to approve the Monthly Report and Overtime Report of 22.80 hours by Trustee Cochran, seconded by Trustee Santi and was carried unanimously.

REQUEST EXECUTIVE SESSION TO DISCUSS PERSONNEL IN WATER & SEWER DEPARTMENTS

SEWER DEPARTMENT

MONTHLY AND OVERTIME REPORT

The board made a motion to approve the Monthly Report and Overtime Report of 2.9 hours by Trustee Santi, seconded by Trustee Catalano and was carried unanimously.

ELECTRIC DEPARTMENT

MONTHLY AND OVERTIME REPORT

The board made a motion to approve the Monthly Report and the Overtime Report of 35.5 hours by Trustee Catalano, seconded by Trustee Santi and was carried unanimously.

ELECTRIC MATERIALS BID

The board made the motion to approve the Bid for Electric Materials to Irby by Trustee Holbrook, seconded by Trustee Santi and was carried unanimously.

TECHNICAL ASSISTANCE AND O'CONNELL ELECTRIC AGREEMENTS

The board made a motion to approve for the extension of Technical Assistance and O'Connell Electric Agreements by Trustee Holbrook, seconded by Trustee Catalano and was carried unanimously.

DECLARE EQUIPMENT SURPLUS

The board made the motion to approve to declare the cable & switchgear as surplus by Trustee Holbrook, seconded by Trustee Cochran and was carried unanimously.

TREASURER

APPROVAL OF APRIL FINANCIALS

The board made the motion to approve the April Financials by Trustee Holbrook, seconded by Trustee Santi and was carried unanimously.

CLERK

WARRANTS

General #3	\$50,000.80
#4	17,103.99
#5	111.00
Electric #4	150,609.61
#5	63,451.07
Water #4	57,000.55
#5	1,155.53
Sewer #4	59,661.84
#5	1,766.05
Capital Eason Hall #3	109,250.00
Parking Lot #4	3,950.00
WPCF Upgrade #5	181,452.45
Westside #6	1,900.00
Water #3	4,441.50
Sewer #3	8,883.00

The following warrants were approved on a motion made by Trustee Cochran, seconded by Trustee Santi and was carried unanimously.

The board made a motion to approve entering into Executive Session to discuss Personnel in Police and Water Departments by Trustee Holbrook, seconded by Trustee Cochran and was carried unanimously

EXECUTIVE SESSION

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

ACTION

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

The board made a motion to approve the hiring of P.T. Police Officer Jacob Pilling and Lacey Clark by Trustee Holbrook, seconded by Trustee Cochran and was carried unanimously.

The board made a motion by Trustee Catalano, seconded by Trustee Cochran and was carried unanimously to approve the hiring of the additional seasonal employees as they were presented by Andrew Webster.

The board made a motion to approve an increase of \$1.50/Hr. for Sr. Water/WPCF Operator, Erin Schuster by Trustee Catalano, seconded by Trustee Santi and was carried unanimously.

The board made a motion by Trustee Catalano, seconded by Trustee Santi and was carried unanimously to proceed with consideration to shifting the utility

billing to a paperless version which people could still opt to receive paper bills if they prefer.

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