

VILLAGE BOARD OF TRUSTEES
JULY 17, 2017 MINUTES

Mayor Michael VandeVelde presiding

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

OTHERS: Becky Jackson, Becki Betts-Paternosh, Andrew Webster, Tye Flurie, Bonnie Rae Strickland, Rob Genthner, Erin Schuster, Ed LeBarron, Marybelle Beigh, Bill Christ, Venn Blakely, Steve & Kathleen Mayer, Debra Puckhaber, Robert Neratko, Sue Poster, Don McCord, Joshua McCord, Emily McCord. Lisa Schmidfrerick-Miller, John Gonzalez

**MAYOR/BOARD
MINUTES**

The board made a motion to approve the June 19, 2017 minutes as amended on a motion made by Trustee Santi, seconded by Trustee Holbrook and was carried unanimously.

CHQ 250 CHAUTAUQUA HEALTH ACTION TEAM

Lisa Schmidfrerick-Miller of Chautauqua County Dept. of Health and Human Services gave a short presentation in explanation of CHQ250 and requested the Village to sign onto a Pledge as a municipality.

The board approved for participation proved on a motion made by Trustee Holbrook, seconded by Trustee Santi and was carried unanimously.

RESOLUTION #15-2017

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

RESOLUTION #15-2017

**AUTHORIZING INTERMUNICIPAL
COMPREHENSIVE PLAN PROJECT**

WHEREAS, the Village of Westfield intends to apply for a grant from the New York State Department of State Local Waterfront Revitalization Program to develop an intermunicipal comprehensive plan (the "Project"); and

WHEREAS, the purpose of the Project is to develop a comprehensive plan for the Town and Village of Westfield, New York, that will set forth a policy statement and comprehensive strategy to advance revitalization efforts through transformative economic development and community projects that will assist in attracting and retaining residents, visitors and businesses alike; and

WHEREAS, the Village of Westfield will serve as the lead agency for the Project; and

WHEREAS, the Town of Westfield has expressed its full support for the Project and has authorized the expenditure of funds therefor;

NOW, THEREFORE, BE IT

RESOLVED, that the Board of Trustees:

1. Authorizes Mayor VandeVelde to submit a Consolidated Funding Application for the Project;
2. Authorizes the expenditure of not exceeding \$12,500.00 in cash or in-kind services as the required match for any grant funds that are awarded for the Project;
3. Authorizes Mayor VandeVelde to execute an Intermunicipal Agreement with the Town of Westfield as may be required to complete the Consolidated Funding Application;
4. Authorizes Mayor VandeVelde to coordinate with the Town of Westfield and to execute such other documents as are necessary to complete the grant application; and
5. Determines that the Project constitutes an Unlisted Action for purposes of the State Environmental Quality Review Act (SEQRA), with the Board of Trustees acting as lead agency for non-coordinated environmental review.

RESOLUTION #16-2017

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

RESOLUTION #16-2017
 OPRHP GRANT FOR MULTI USE
 INDOOR RECREATION FACILITY

WHEREAS, the NorthLake Family Recreation Center, Inc. is applying to the New York State Office of Parks, Recreation and Historic Preservation (OPRHP) for a grant under the (Environmental Protection Fund for a park project to be located at North Lake Center at NorthLake Family Recreation Center, Inc., on Nichols Avenue, a site located within the territorial jurisdiction of this Village Board of Trustees and

WHEREAS, as a requirement under the rules of these programs, said NorthLake Family Recreation Center, Inc. must obtain the "approval/endorsement of the governing body of the municipality in which the project will be located";

NOW, THEREFORE, be it resolved by this Westfield Village Board of Trustees hereby does approve and endorse the application of NorthLake Family Recreation Center, Inc. for a grant under the Environmental Protection Fund for a park project known as NorthLake Family Recreation Center, Inc. and located within this community.

(if for EPF add: as a municipal park in this community) consistent with the rules promulgated by OPRHP.

RESOLUTION #17-2017

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

RESOLUTION #17-2017
 CHAUTAUQUA HOME REHABILITATION AND IMPROVEMENT CORPORATION
 RENEWAL FOR FUNDING

Resolution by the Village of Westfield approving and endorsing Chautauqua Home Rehabilitation and Improvement Corporation in its application to NYS Homes and Community Renewal for funding under the New York Main Street Program;

WHEREAS, Chautauqua Home Rehabilitation and Improvement Corporation desires to apply for up to \$500,000 financial assistance through the 2017 Consolidated Funding Application (CFA) under the New York Main Street Program; and
WHEREAS, Chautauqua Home Rehabilitation and Improvement Corporation desires to apply for up to \$20,000 financial assistance with a 5% match through the 2017 Consolidated Funding Application (CFA) under the New York Main Street Technical Assistance Program; and
WHEREAS, the applications propose funding to assist property owners to complete building renovations to downtown “main street” buildings on Main Street between North Portage Street and Market Street; and
WHEREAS, the proposed funding will contribute to ongoing community revitalization efforts; and
WHEREAS, the grant application requires that the applicant obtain the approval and endorsement of the governing body of the municipality in which the project will be located.
NOW, THEREFORE, BE IT RESOLVED, that the Village of Westfield approves and endorses the 2017 New York Main Street Program and New York Main Street applications for assistance prepared and to be submitted by Chautauqua Home Rehabilitation and Improvement Corporation.

DISCUSS DOWNTOWN AREA CAMERAS

It was suggested that cameras would be beneficial in the business section of our downtown area. Perhaps one could be placed on the Welch building which would show visual as far as TOPS market. These could assist in controlling vandalism and/or larceny. The cameras are priced at \$7,500 each although there are no Grants available at this particular time. The Police Chief noted the added security definitely would be helpful. The Mayor noted good locations would be one at the Welch building, one at the school between the school and the hospital, one on Pearl Street and one at the Fire Hall to cover the back parking lot. If the board feels it is a good idea the representative would come and do a demonstration of the cameras. There is a need to cover any legalities which might arise.

FACILITIES/PARKS FEE INCREASES

The board made a motion by Trustee Cochran, seconded by Trustee Catalano and was carried unanimously to approve the increase in fees as presented. (see attached)

POLICE DEPARTMENT

MONTHLY OVERTIME REPORT

The board made a motion to approve the Monthly report and Overtime report of 16 hours by Trustee Santi, seconded by Trustee Cochran and was carried unanimously.

Trustee Santi thanked the Police Chief for their assistance with coordinating the Bike Auction at the Farmer’s Market which made \$586.

REQUEST EXECUTIVE SESSION TO DISCUSS PERSONNEL

FIRE DEPARTMENT

MONTHLY REPORT

The Mayor read the Fire Department Monthly report which was approved on a motion made by Trustee Catalano, seconded by Trustee Santi and was carried unanimously.

Following a background check, Brian Paternosh was cleared to rejoin the Fire Department on a motion by Trustee Catalano, seconded by Trustee Cochran and was carried unanimously.

RECREATION DEPARTMENT

MONTHLY REPORT

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

Trustee Holbrook noted a letter of commendation which was received from the First United Methodist Church of Westfield for Andrew's support in the Bike & Build Fundraiser.

HISTORIAN

MONTHLY REPORT

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

The Historian requested to be copied on any updates having to do with historical buildings.

CODE ENFORCEMENT

MONTHLY REPORT

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

PUBLIC WORKS

MONTHLY/OVERTIME REPORT

There was no overtime for the month of June.

WATER DEPARTMENT

MONTHLY AND OVERTIME REPORT

The board made a motion to approve the Monthly report and Overtime report of 29.65 hours by Trustee Santi, seconded by Trustee Cochran and was carried unanimously.

Brian Kinney successfully passed his 2A Operator's test, and should be licensed by next Board meeting.

SEWER DEPARTMENT

MONTHLY AND OVERTIME REPORT

The board made a motion to approve the Monthly Report and Overtime report of 10.45 hours by Trustee Catalano, seconded by Trustee Santi and was carried unanimously.

REQUEST CHANGE ORDER TO WPCF PROJECT

The board made a motion by Trustee Holbrook, seconded by Trustee Catalano and was carried unanimously to approve a change order to Phase I of the WPCF Project, not to exceed \$40,000 and also the replacement of 2 hydrants in the amount of \$5,190.08.

ELECTRIC DEPARTMENT

MONTHLY OVERTIME REPORT

The board made a motion to approve the Monthly and the Overtime report of 75.5 hours by Trustee Santi, seconded by Trustee Cochran and was carried unanimously.

REQUEST TO GO TO BID FOR 2 UNDERGROUND CONDUITS

The board made a motion by Trustee Catalano, seconded by Trustee Santi and was carried unanimously to approve going to bid for two more underground conduits; one located at Persons St. and one at Hawley Street.

TREASURER

MONTHLY/OVERTIME REPORT

There was no overtime to report.

APPROVAL OF 2016-2017 ANNUAL BUDGET TRANSFERS

The board made a motion by Trustee Holbrook, seconded by Trustee Cochran and was carried unanimously to approve the 2016-2017 Annual Budget Transfers as presented.

CLERK

MONTHLY/OVERTIME REPORT

There was no overtime to report.

WARRANTS

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

General	W#7	\$75,045.03
Electric	W#7	93,749.74
Water	W#7	22,277.58
Sewer	W#7	29,237.08
Electric	W#8	262,311.50
Eason Hall	W#7	14,630.00

WPCF	W#8	44,770.38
General	W#9	53,178.88
Electric	W#10	92,029.84
Water	W#9	29,030.17
Sewer	W#9	42,005.76
Fire Dept.	W#9	7,704.26
WPCF	W#10	182,048.19

LWRP PROGRAM

The Mayor noted that the Local Waterfront Revitalization Program (LWRP) will meet in the Auditorium of the Eason Hall on July 25th at 5:15 p.m.-6:30 p.m. to give a demo of what the plans are for anyone interested in attending.

GRANT AWARD

Notification has been received that the Environmental Facilities Corporation (EFC) and NYS Department of Health (DOH) have raised our eligibility for a Drinking Water State Revolving Fund (DWSRF) grant to \$1,852,800 and interest-free financing of \$1,235,200 for a term of up to 30 years for the project.

FARMER'S MARKET

A resignation was tendered by Farmer's Market Chairman, Kate Mayer.

EXECUTIVE SESSION TO DISCUSS PERSONNEL

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

Following discussion, the Executive Session was adjourned on a motion made by Trustee Santi, seconded by Trustee Catalano and was carried unanimously.

ACTION

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

The board made a motion by Trustee Holbrook, seconded by Trustee Santi and was carried unanimously to approve reimbursement to Police Officer Justin Peterson for his one (1) Personal Day, which shall not set a precedence.

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