

**VILLAGE BOARD OF TRUSTEES
SEPTEMBER 18, 2017 MINUTES**

Mayor Michael VandeVelde presiding

MEMBERS: Jill Santi, Rob Cochran, Al Holbrook

EXCUSED: Mike Catalano

OTHERS: Vince Luce, Becki Paternosh, Jerry Ruch, Erin Schuster, Ed LeBarron, Andrew Webster, Bill Christ, Tom Tarpley, Ann Kneer, Ed Kneer, Christina Akin, Denise Williams-Stebbins, Connie Cash, Stephen Freifield, Ed Slate, Ron Catalano, Sr., Tim Arnold, Brendan Maloney

**MAYOR/BOARD
MINUTES**

The board made a motion by Trustee Holbrook, seconded by Trustee Santi and was carried unanimously to approve the minutes of August 21, 2017.

RESCIND RESOLUTION #24-2007

The board made a motion to rescind prior resolution #24-2007/Discharge of Firearms in the Village of Westfield by Trustee Cochran, seconded by Trustee Holbrook and was carried unanimously.

FUND RAISER SATURDAY, OCTOBER 28, 2017 @ 10:00 A.M.

The board made a motion to approve the use of Welch Field for “Run for Bereda” Fund Raiser by Trustee Holbrook, seconded by Trustee Santi and was carried unanimously. It was noted the route would be going up Spring Street, right on Wood St., up Walnut and then to Bliss and back to Welch Field.

BREAST CANCER AWARENESS WALK

The board made a motion by Trustee Holbrook, seconded by Trustee Santi and was carried unanimously to approve for a request by Absolut to have the “Walk Around the Block” for Breast Cancer Awareness on October 21, 2017. It will begin at the Absolut building on Cass St.; West on Main Street to Portage St. then back around again.

WACS SPIRIT WEEK

The board made a motion by Trustee Cochran, seconded by Trustee Santi and was carried unanimously to approve the request for a “Snake Dance to begin at Moore Park at 7:00 p.m. on Tuesday, September 26, 2017 and Homecoming Bonfire at Welch Field to follow.

WACS HOMECOMING PARADE

The board made a motion by Trustee Cochran, seconded by Trustee Santi and was carried unanimously to approve the WACS Annual Homecoming Parade for

Friday, September 29th, 2017 at 5:00 p.m. from Moore Park to WACS Track & Football Field. The route would be from Moore Park on Elm St. to McClurg; right on Portage St. down to Main and back to the School.

RESOLUTION #20-2017 EARLY RETIREMENT INCENTIVE

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

WHEREAS, the Village of Westfield Board of Trustees recognizes the need to create economic efficiencies within and amongst its departments Village wide in order to reinvest in key components of the Village's future plans and to better align with the State of New York's mandatory property tax cap program; and

WHEREAS, certain eligible Village of Westfield Employees may voluntarily elect to retire early by meeting the following criteria: Any full-time Village of Westfield Employee that is aged 55 years or older on or before February 28, 2018; and

WHEREAS, the Village of Westfield will offer those eligible employees as determined above, a one-time lump sum payment to each employee that opts into the program as follows based on the total number of employees who elect to take the early retirement benefit:

- 1-3 employees will each receive a \$15,000 lump sum payment; or
- 4-6 employees will each receive a \$20,000 lump sum payment; or
- 7 or more employees will each receive a \$25,000 lump sum payment

WHEREAS, those employees represented by the current collective bargaining agreement (union contract) between the IBEW Local 459 and the Village of Westfield (April 1, 2016 to May 31, 2019) who elect to take this early retirement incentive will receive all other final wages and benefits, and other bargained terms and conditions of employment as set forth in the said agreement as it relates to retirees of the Village. Examples include final wages, final payouts for their accrued unused, vacation and sick days, health insurance continuation coverage as fully detailed in Section 12.15.1a for retirees; and

WHEREAS, employees who are not covered by the union contract will receive the same post-retirement final wages and benefits as those employees covered by the Union Contract to include final payments for accrued unused sick and vacation time; health insurance continuation coverage as fully detailed below:

The Village of Westfield will pay 100% of the monthly health insurance premiums for medical continuation coverage for those full-time Village employees who decide to retire before age 65 subject to the following requirements:

1. The potential retiree is currently enrolled in the same medical insurance plan in effect for all other employees of the Village at the time of retirement.
2. The retiree will only receive this benefit until the age of 65.

3. The Village will pay only the monthly Single Rate for the retiree only. Dependent coverage will be 100% the financial responsibility of the retiree at all times.
4. Benefits will cease if the retiree expires before the age of 65.
5. In order to qualify for the retiree health continuation coverage described herein, an employee must retire as a current employee of the Village of Westfield and meet all New York State Retirement criteria to receive New York State Retirement benefits.

WHEREAS, employees opting to accept this early retirement offer must notify the Village Treasurer in writing by October 31, 2017. Employees must retire by February 28, 2018. Acceptances will be finalized after the consideration period has closed on October 31, 2017.

NOW THEREFORE BE IT RESOLVED, that the Village Board of Trustees does hereby enact an Early Retirement Incentive Program as stated herein.

BE IT FURTHER RESOLVED, that the Village of Westfield is not responsible for providing advice on Retirement for employees considering this program and all eligible employees are strongly encouraged to consult with their families and to contact the New York State Retirement System and any other trusted financial advisor, retirement planner or attorney.

CERTIFICATE OF PASSAGE

I hereby certify that resolution #20-2017 was passed by the Village Board of Trustees at their regular Board Meeting held on Monday, September 18, 2017.

In witness whereof, I have hereunto set my hand and the official seal of the Village of Westfield on this 18th day of September, 2017.

RESOLUTION #21-2017 CABLE TV COOPERATIVE AGREEMENT

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

RESOLUTION #21-2017 CABLE TV COOPERATIVE AGREEMENT

WHEREAS, the existing cable television franchise agreement has already expired or is about to expire, and

WHEREAS, it is in the best interests of the community to renew said franchise, and

WHEREAS, the Village of Mayville has offered to act as the lead agency in negotiating a cable television franchise renewal at no cost to the other municipalities, and

WHEREAS, it is believed that this shared service opportunity will benefit all of the municipalities involved, now therefore

BE IT RESOLVED that the Village of Westfield hereby agrees to have the Village of Mayville act as lead agency and negotiate a cable television franchise renewal with Spectrum (formerly Time Warner and that all for the individual franchise agreements will have the same terms and conditions contained therein

DISCUSS COMMUNITY WEBSITE DEVELOPMENT FUNDING

The board made a motion to approve taking \$4,000 out of Capital Reserve for Community Website Development Subject to Permissive Referendum by Trustee Santi, seconded by Trustee Holbrook and was carried unanimously.

POLICE DEPARTMENT

MONTHLY OVERTIME REPORT

The board made a motion to approve the August Monthly Report and Overtime Report of 81.5 hours for August by Trustee Cochran, seconded by Trustee Santi and was carried unanimously.

FIRE DEPARTMENT

MONTHLY REPORT

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

FIREMEN’S CONVENTION REPORT

Ed Kneer gave a report on the SWAVF Firemen’s Convention which was successful although smaller than normal. He thanked the Village Board and everyone for all their help before and during the convention. He noted appreciation to have a board and Supervisors that worked with the Firemen and it could not have been a success without everyone’s help.

DECLARE SURPLUS PROPERTY

The board agreed to table further discussion on the declaration of surplus property until a complete list is provided.

SURPLUS RADIOS

The motion was made to declare 9 old radios as surplus by Trustee Cochran, seconded by Trustee Santi and was carried unanimously.

The board made a motion by Trustee Cochran, seconded by Trustee Santi and was carried unanimously to approve the purchase of new interior radios from the Fire Department Equipment Capital Reserve Fund subject to permissive referendum not to exceed \$18,000. A notice will be placed in the paper.

RECREATION DEPARTMENT

MONTHLY REPORT

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

CODE ENFORCEMENT

MONTHLY REPORT

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

HISTORIAN

MONTHLY REPORT

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

PUBLIC WORKS

MONTHLY/OVERTIME REPORT

The board made a motion to approve the Monthly Report and Overtime Report of 7.9 hours by Trustee Cochran, seconded by Trustee Holbrook and was carried unanimously.

121 ELM STREET SEWER CLEANING REIMBURSEMENT

Ed reported to the board that his department should have been notified early on that there was a situation at 121 Elm Street rather than 3 days later. The plumbers were cleaning out the lateral from the house to the street and in this instance, they kept returning for three more days which increased the homeowner's bill. He feels there should be a Policy stating we are only responsible for the day the Village is notified of the problem. Ed stated he would put a letter together to send specifically to this plumber so that it would be on record as a warning.

The board made a motion by Trustee Holbrook, seconded by Trustee Santi and was carried unanimously to approve paying the H. Jack's Plumbing bill in the amount of \$1,200 with the stipulation that Ed will send a letter putting them on notice.

EXECUTIVE SESSION TO DISCUSS PERSONNEL

WATER DEPARTMENT

MONTHLY AND OVERTIME REPORT

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

SEWER DEPARTMENT

MONTHLY AND OVERTIME REPORT

The board made a motion to approve the Monthly and Overtime Report of 17.5 hours by Trustee Santi, seconded by Trustee Cochran and was carried unanimously.

CHANGE ORDER #7 FOR WPCF PROJECT

The board made a motion to approve Change Order #7 for the WPCF Project on a motion made by Trustee Holbrook, seconded by Trustee Santi and was carried unanimously.

ELECTRIC DEPARTMENT

MONTHLY OVERTIME REPORT

The board made a motion by Trustee Cochran, seconded by Trustee Santi and was carried unanimously to approve the Monthly Report and Overtime Report of 33 hours.

PRIMARY METERED CUSTOMERS POLICY

The board made a motion to approve a Policy for doing work for primary metered customers by Trustee Holbrook, seconded by Trustee Cochran and was carried unanimously.

REQUEST TO PURCHASE ON NOW DIGITAL SUBSTATION INSPECTION SOFTWARE

The board made a motion to approve the purchases On Now Digital Substation Inspection Software pending approval by Tye Flurie by Trustee Holbrook, seconded by Trustee Cochran and was carried unanimously.

TREASURER

No Overtime to report.

CLERK

VILLAGE POLICY MANUAL UPDATE

The board made a motion to approve the Policy Manual update by Trustee Santi, seconded by Trustee Cochran and was carried unanimously.

WARRANTS

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

General	W#17	\$ 47,530.56
Electric	W#18	99,325.17
Water	W#18	2,528.40
Sewer	W#17	23,002.18
Captl. WPCF	W#13	234,656.48
Fire	W#14	41,371.30
Elec. Dist. Dept.	W#19	284,865.50

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

EXECUTIVE SESSION

Following Executive Session, the board made a motion to re-enter regular session by Trustee Santi, seconded by Trustee Holbrook 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 Employment Agreement with the DPW Director as amended on a motion made by Trustee Holbrook, seconded by Trustee Santi plus a verbal ok from Trustee Catalano and was carried.

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