

VILLAGE BOARD OF TRUSTEES
SEPTEMBER 19, 2016 MINUTES

Mayor Michael VandeVelde presiding

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

OTHERS: Vince Luce, Ed LeBarron, Andrew Webster, Bonnie Rae, Erin Schuster, Jerry Ruch, Marybelle Beigh, William Christ, Tom Tarpley, Ed Slate, Ed & Ann Kneer, Robert Dymont, Paige Nelson, David Haskin, Neil Haskin, Marc Haskin

**MAYOR/BOARD
MINUTES**

The board made a motion to approve the August 15th and 22nd Minutes by Trustee Cochran, seconded by Trustee Santi and was carried unanimously.

SCHEDULE PUBLIC HEARING TO AMEND CODE

The board made a motion by Trustee Holbrook, seconded by Trustee Santi and was carried unanimously to schedule a Public Hearing for October 17th at 7:00 p.m. to amend Section 146-6 of Village Code regarding intersections & stop signs for Bank, Cottage and Grove Streets.

RESOLUTION #18-2016 & SCHEDULE PUBLIC HEARING

The board made a motion by Trustee Catalano, seconded by Trustee Cochran and was carried unanimously to establish a Public Hearing for October 17th at 7:30 p.m. to consider accepting the dedication of Old Portage Street.

A RESOLUTION CALLING A PUBLIC HEARING OF THE BOARD OF TRUSTEES OF THE VILLAGE OF WESTFIELD, CHAUTAUQUA COUNTY, NEW YORK, PURSUANT TO SECTION 6-612 OF THE VILLAGE LAW TO CONSIDER ACCEPTING THE DEDICATION OF OLD PORTAGE STREET.

WHEREAS, the Board of Trustees has under consideration a resolution to accept the dedication of Old Portage Street pursuant to §6-612 of the Village Law of the State of New York, and

WHEREAS, such resolution would accept as a Village street that portion of Old Portage Street running from the north boundary of the extension of Martin-Wright Road north to an intersection with South Portage Street, as shown on a map available for review at the office of the Village Clerk, and

WHEREAS, §6-614 of the Village Law requires that the Board of Trustees hold a public hearing on the proposed acceptance,

NOW, THEREFORE, BE IT

RESOLVED, by the Board of Trustees of the Village of Westfield, Chautauqua County, New York, as follows:

Section 1. A meeting of the Board of Trustees of the Village of Westfield, Chautauqua County, New York, shall be held at Eason Hall at 23 Elm Street, in said Village, on the 17th day of October, 2016, at 7:30 o'clock P.M., Prevailing Time, for the purpose of conducting a public hearing to consider the acceptance of Old Portage Street as a Village street, at which time and place said Board will hear all persons interested in the subject thereof concerning the same.

Section 2. The Board of Trustees hereby determines that the aforesaid acceptance is an UNLISTED Action under the SEQRA regulations of the State of New York which is anticipated to not have a significant impact upon the environment.

Section 3. The Village Clerk is hereby authorized and directed to cause a notice of said public hearing to be published in the *Dunkirk Observer*, the official daily newspaper of said Village,

and posted in the manner prescribed by law, which notice shall be in substantially the following form, to-wit:

NOTICE OF PUBLIC HEARING

PLEASE TAKE NOTICE that the Board of Trustees of the Village of Westfield, Chautauqua County, New York, will meet at Eason Hall, 23 Elm Street, in said Village, on the 17th day of October, 2016, at 7:30 o'clock P.M., prevailing time, for the purpose of conducting a public hearing pursuant to Section 6-614 of the Village Law with regard to the acceptance of Old Portage Street as a Village street. The proposed street runs north from the northern boundary of the extension of Martin-Wright Road to its intersection with South Portage Street, as shown on a map available for review at the office of the Village Clerk.

SEQRA DETERMINATION: The aforesaid purpose constitutes an UNLISTED Action under the SEQRA regulations of the State of New York.

At the said time and place the Village Board will hear all persons interested in the subject thereof concerning the same.

WACS HOMECOMING PARADE

The board made a motion to approve the request from WACS for the Homecoming Parade on September 30th at 6:00 p.m. to begin in Moore Park by Trustee Holbrook, seconded by Trustee Santi and was carried unanimously.

WESTFIELD PHARMACY HANDICAPPED ASSESSIBILITY

Paige Nelson from Community Pharmacy addressed the board to explain the reasoning for request of a handicapped entryway into their store as well as the parking out in front of the store. The Code Officer suggested meeting to discuss suggestions of plans for an

entrance modification. Ed noted they could do a curb cut and a handicapped parking area out in front on Main Street.

RTE 20 AND ELM STREET INTERSECTION VISIBILITY CONCERNS

Ed LeBarron suggested to eliminate the first two parking spots in front of Fairpoint which would give more visibility on Main Street. A recommendation was made to temporarily block off one space just to get an idea if this would work to make it a more permanent solution. There was also a brief discussion regarding the corner of Union and Main Streets with much the same problem involved there. It was recommended to temporarily put barricades up to try out the elimination of 1 spot to see if that would work out better.

COURT CLERK STANDARD WORK DAY RESOLUTION #19-2016

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

A RESOLUTION ESTABLISHING THE STANDARD WORK DAY FOR THE VILLAGE COURT CLERK

IT IS HEREBY RESOLVED, that the Village of Westfield Court Clerk, Kimberly Stahley’s standard work day for the Village is six hours per day for the purpose of New York State Retirement Reporting Purposes only.

IT IS HEREBY FURTHER RESOLVED, that the effective date of this standard work day declaration of the Village Board is retroactive to her original start date with the Village as Court Clerk or otherwise recorded as December 22, 2009.

CERTIFICATION OF PASSAGE

I, Vincent E. Luce, Village Clerk for the Village of Westfield do hereby certify that the Village Board of Trustees of the Village of Westfield passed Resolution #19-2016 at their regular meeting held on Monday, September 19, 2016 at 7:00 PM in the North Room of Eason Hall.

In witness whereof, I have hereunto set my hand and the official seal of the Village of Westfield on this 19th day of September, 2016.

POLICE DEPARTMENT

MONTHLY/OVERTIME REPORT

The board approved the Monthly Report and Overtime Report of 30 hours on a motion made by Trustee Catalano, seconded by Trustee Santi and was carried unanimously.

FIRE DEPARTMENT

MONTHLY REPORT

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

DECLARE SURPLUS PROPERTY

The board made a motion to declare the R291-1984 Ford Heavy Rescue as surplus property by Trustee Cochran, seconded by Trustee Santi and was carried unanimously.

BID FOR SALE

The board made a motion to approve going to bid for the sale of the 1984 Heavy Rescue Truck by Trustee Cochran, seconded by Trustee Santi and was carried unanimously.

REQUEST EXECUTIVE SESSION

RECREATION DEPARTMENT

MONTHLY/OVERTIME REPORT

The board made a motion to approve the Recreation Department Program Report and an Overtime Report of 41.5 hours by Trustee Santi, seconded by Trustee Holbrook and was carried unanimously.

SCHEDULE PUBLIC HEARING FOR LOCAL LAW #3-2016 TO SHORTEN RECREATION COMMISSION TERMS

The board made a motion to schedule a Public Hearing October 17th at 7:15 p.m. to amend Recreation Commission Terms of Office to shorten the terms from 7 years to 3 years by Trustee Cochran, seconded by Trustee Santi and was carried unanimously.

YWCA RECREATION PROGRAM DISCUSSION

Andrew noted the Recreation Dept. would be partnering up with the YWCA for the After School Advantage program at the School and that he will be serving as the Health and Wellness Coordinator one day a week for sports, activities and health for the elementary children and another day a week for the middle and high school children. They will be paying the Village a set fee under the contract to provide for this program.

The board approved the After School Program Contract contingent upon receipt of a Certificate of Insurance on a motion made by Trustee Cochran, seconded by Trustee Catalano, with Trustee Holbrook abstaining due to the fact that he is on the "Y" Board, the motion was carried.

CODE ENFORCEMENT

MONTHLY REPORT

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

Code Officer Bonnie Rae Strickland noted the New York State Department of Financial Services has a "Zombie" Property Hotline number available on their website.

HISTORIAN

MONTHLY REPORT

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

PUBLIC WORKS

MONTHLY/OVERTIME REPORT

The board made a motion to approve the Monthly Report and Overtime Report of 9 hours by Trustee Cochran, seconded by Trustee Catalano and was carried unanimously.

Trustee Santi commended Ed and his department for the work being done over on Bank Street and for the accommodation to the homeowners for accessing their property.

ELECTRIC DEPARTMENT

MONTHLY OVERTIME REPORT

The board made a motion to approve the Monthly Report and Overtime Report of 46.3 hours on a motion made by Trustee Santi, seconded by Trustee Catalano and was carried unanimously.

DECLARE SURPLUS

The board made a motion the approval to declare one oil circuit breaker as surplus (Bourne St. substation) 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 3.4 hours by Trustee Santi, seconded by Trustee Cochran and was carried unanimously.

WATER DEPARTMENT

MONTHLY AND OVERTIME REPORT

The board made a motion to approve the Monthly Report and Overtime Report of 4.0 hours by Trustee Santi, seconded by Trustee Cochran and was carried unanimously.

WOODRICK WATER TANK CONCRETE REPAIR

Erin reported that he had noticed the upper rim of the dome of Woodrick Water Tank was beginning to fall off losing structural integrity of the tank. He received a couple quotes, he feels it should be considered an emergency situation. One quote was for the complete job - \$24,975; and if wires already broken it would be \$500 per wire. The other quote was incomplete; they failed to include price to include the cost of the wires.

The motion was made by Trustee Catalano, seconded by Trustee Santi and was carried unanimously to declare repairs on the Woodrick Water Tank an emergency and to award the bid to DN Tanks in the amount of \$24,975 along with \$500 for each additional wire that needs to be repaired.

Vince Luce added Congratulations to Erin on receiving his 3A Wastewater Treatment Plant Operators license.

TREASURER

MONTHLY AND OVERTIME REPORT

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

CLERK

MCCLURG MUSEUM CAPITAL RESERVE FUND

The board made a motion by Trustee Cochran, seconded by Trustee Santi and was carried unanimously to expend \$1,500 from the Capital Reserve fund to reimburse the Chautauqua County Historical Society for repairs to the front porch of the museum.

Also, this will have to go to Permissive Referendum and be advertised for 30 days.

WARRANTS

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

Electric	W#14	\$30,599.53
General	W#17	65,532.96
Sewer	W#14	28,402.54
Water	W#15	23,052.95
Water	W#17	18,020.74
Capital Proj.	W#8	1,364.47
Capital Proj.	W#7	24,112.22
Capital Proj.	W#6	6,979.08
Electric	W#16	186,396.60
Sewer	W#16	30,967.69
General	W#19	100,790.69

EXECUTIVE SESSION

The board made a motion to enter into Executive Session to discuss the medical history of a particular volunteer firefighter by Trustee Santi, seconded by Trustee Catalano and was carried unanimously.

Following Executive Session the board made a motion to re-enter regular session 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 motion was made by Trustee Catalano, seconded by Trustee Cochran and was approved unanimously to forego the results of a recent physical provided by Occustar for an active Fire Department member and instead allow this specific member to get both a firefighter oriented physical and also a specialist exam from this individual's own physician(s), and at this individual's own expense for consideration by the Village Board.

In other business it was agreed that a Policy should be developed for other firefighters that are active members but may have some health related issues to be able to, on a case by case basis, go before the Village Board to seek an alternative health and related physical under certain circumstances.

It was agreed that every member of the fire department is important and that we want to be able to recruit and retain our volunteer firefighters as much as possible and not enact policies which work to prevent membership. Risk management is important to the Village but so is adequate fire and emergency response coverage.

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

Respectfully Submitted by:

Vincent E. Luce
Administrator/Clerk