

TOWN BOARD MEETING
Town of Westfield
May 6th, 2015

The regular meeting of the Town Board of the Town of Westfield was called to order at 7:31pm in Eason Hall, 23 Elm Street, Westfield, NY, with the following members and guests present:

Deputy Supervisor:	Martha Bills	David Babcock	Marybelle Beigh
Councilmen:	David Brown	Joel Seachrist	Bruno Bruni
	Raymond Schuster	Jim Pacanowski	Randy McNeil
	David Spann	Janet Nass	Jack Gulvin
	James Herbert	Harold Nass	Doreen Rudnicki
		William Bauer	Tom Tarpley

David Brown moved and Raymond Schuster seconded a motion to waive the reading of the minutes inasmuch as all members received a copy thereof and that the minutes be approved. Unanimously carried.

The Town Clerk’s report together with a check in the amount of \$1781.20 representing fees for the month of April 2015 was turned over to the Supervisor. State and County agencies received checks totaling \$279.80.

The Supervisor’s report is as follows:

<u>Fund</u>	<u>Revenues</u>	<u>Expenditures</u>	<u>Checking Balance</u>	<u>MM Balance</u>
Gen. A	\$484,903.01	\$191,746.03	\$16,068.41	\$891,219.13
Gen B	100,290.39	36,725.48	75.18	122,584.91
Hwy DA	330,173.12	155,245.56	515.84	487,328.83
Hwy DB	13,483.77	22,382.63	37.64	186,549.71
Sewer HO1	22,607.03	18,573.27	-0-	6,088.68
T Funds	-0-	-0-	301.12	-0-
Water HO2	15,825.17	11,997.50	-0-	114,230.31
Wfd. Fire	54,018.17	-0-	-0-	54,525.82
Sherm. Fire	9,539.22	-0-	-0-	9,638.53
Totals:	\$1,030,839.88	\$436,670.47	\$16,998.19	\$1,872,165.92

The Dog Warden’s report for April 2015 was received and placed on file.

The Fire Department Report for April 2015 was received and placed on file.

The Historian’s report for April 2015 was received and placed on file.

The Town Court report for April 2015 was received and placed on file.

The WPD report for April 2015 was received and placed on file.

Highway:

- The Town Highway Superintendent submitted a written report on activities for April 2015 and highlighted fuel usage, Barcelona restoration work, and work at the harbor.

Code Enforcement:

- The Code Enforcement Officer submitted a written report highlighting that 7 permits were issued in the Town including in addition to 2 Certificates of Occupancy for April 2015.

Barcelona Harbor: The Pier will open May 15th for the 2015 season.

Public Comment: Janet Nass commented on a train (with hazardous material) accident in North Dakota.

Announcements:

- Spring Clean-up (Saturday, May 9th, 9:00-1:00 @ Transfer Station)
- eWaste Turn-in (Saturday, May 16th, 9:00-1:00 @ Town Barn)
- Assessor with the tentative assessment roll (May 9th, 2015 / 9:00am - 1:00pm)
- Memorial Day Parade (10:30am Monday, May 25th, 2015)

Old Business:

- Supervisor Bills stated that planning / work continues for projects funded as part of the Barcelona Hamlet grant. In addition a Pre-application for a grant for the Shorehaven internal water system is being prepared for submission.

New Business:

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- David Spann offered the following resolution and moved for its adoption:

Resolution #27 of 2015
Authorization for Supervisor to
Award Bid for Welch Building Project

WHEREAS, the Town Board of the Town of Westfield has entered into a lease agreement with Plantrol Systems, Ltd., to rent space in the Welch Building, 2 South Portage Street, Westfield, New York, and

WHEREAS, limited construction work expected to cost between \$3,000 and \$10,000 will be required to modify the space to make it suitable for Plantrol and the work must be started immediately so that it can be completed in time for Plantrol to move into the building by the end of May 2015, and

WHEREAS, pursuant to the Town of Westfield Procurement Policy the Town has obtained proposals from at least two contractors for the work, and

WHEREAS, all of the responding contractors appear to be responsible bidders but at this time have not committed to completing the work by the deadline specified by the Town

NOW, THEREFORE, be it resolved by the Town Board of the Town of Westfield, in regular session duly convened, that the Supervisor be and she hereby is authorized to enter into an agreement for contracting services with regard to the Plantrol renovations with the contractor who (a) has submitted the lowest, responsible bid and (b) is able to timely complete the project.

This was seconded by James Herbert. Voting was as follows: Martha Bills, aye; David Brown, aye; Raymond Schuster, aye; David Spann, aye; James Herbert, aye.

- David Spann offered the following resolution and moved its adoption:

Resolution #28 of 2015

Authorization for Supervisor to Enter into an Agreement with Clark Patterson Lee and Municipal Solutions, Inc. Regarding Proposed Shorehaven Water Benefit District

WHEREAS, the Town Board of the Town of Westfield, in cooperation with the Town of Ripley, is considering the formation of a benefit district within the North Town Water District to provide water distribution lines within the Shorehaven allotment (hereinafter the "Project"), and

WHEREAS, Clark Patterson Lee, 1270 North Main Street, Jamestown, New York, has already been authorized to prepare a Map, Plan, and Report for the Project and it is expected to be finalized soon, and

WHEREAS, deadlines are approaching for the submission of an application to USDA Rural Development for a grant expected to finance the Project and engineering and other assistance will be required to prepare and file the application, and

WHEREAS, Clark Patterson Lee has offered to assist the Town Board in preparing the environmental analysis and other engineering information required for the application, and

WHEREAS, Municipal Solutions, Inc., 62 Main Street, LeRoy, New York, has offered to assist the Town Board in preparing the grant application and later in administering it;

NOW, THEREFORE, be it resolved by the Town Board of the Town of Westfield, in regular session duly convened as follows:

1. The Supervisor be and she hereby is authorized to enter into an agreement with Clark Patterson Lee to perform engineering services on an as-needed basis in the preparation of the Rural Development grant application for the Project, and
2. The Supervisor be and she hereby is authorized to enter into an agreement with Municipal Solutions, Inc., to perform grant writing and administration and financial services on an as-needed basis in the preparation of the Rural Development grant application for the Project.

This was seconded by James Herbert. Voting was as follows: Martha Bills, aye; David Brown, aye; Raymond Schuster, aye; David Spann, aye; James Herbert, aye.

- Raymond Schuster offered the following resolution and moved for its adoption:

Resolution #29 of 2015
 Authorization to Sign Community Bank Required Documentation

RESOLVED, Jill Fredd and David Brown are hereby authorized to sign the signature cards and other documentation required by Community Bank in order to have check-signing authority for Town accounts.

This was seconded by David Spann. Voting was as follows: Martha Bills, aye; David Brown, aye; Raymond Schuster, aye; David Spann, aye; James Herbert, aye.

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- Raymond Schuster offered the following resolution and moved for its adoption:

Budget Resolution #3 of 2015
 2015 Budget Revisions

Revision Description	Increase Expenditures	Decrease Expenditures	Increase Revenue
DA Funds (Hwy Inside)			
DA.72.5142.4 Snow Removal - Contractual	\$5,000.00		
DA.72.5130.42 Machinery - Fuel Slips		\$5,000.00	

This was seconded by David Spann. Voting was as follows: Martha Bills, aye; David Brown, aye; Raymond Schuster, aye; David Spann, aye; James Herbert, aye.

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- David Brown moved and David Spann seconded a motion to set two Public Hearings for SUP applications for fences (Rich Clifford on Bliss Road & Zebro's). Times were set for 7:20pm and 7:25pm respectively on June 3rd, 2015. Unanimously carried.
 - Warrants dated May 6th, 2015 (voucher #'s 10864 - 10944) in the amount of \$65,772.64 were drawn on the following funds:

General	\$24,153.00	Barcelona Water Project	\$2,100.00
General Part-Town	\$11,500.00	Shorehaven Water Project	\$4.67
Highway	\$13,526.07	Trust & Agency	\$819.26
Highway Part-Town	\$7,412.47	Welch Building	\$6,221.81
Sewer Fund	\$35.36		

These were presented and audited by the Board members. David Spann moved and Martha Bills seconded a motion that the Supervisor be directed to draw the necessary checks to cover the warrant as audited. Voting was as follows: Martha Bills, aye; James Herbert, aye; Raymond Schuster, aye; David Brown, aye; David Spann, aye.

- At 8:40pm Supervisor Bills moved and David Brown seconded a motion to move to Executive Session to discuss a particular personnel situation and ongoing contract negotiations. Unanimously carried.

At 9:05pm David Brown moved and David Spann seconded a motion to return to regular session. Unanimously carried.

- The next Town Meeting is scheduled for Wednesday, June 3rd, 2015 @ 7:30pm.
- There being no further business, at 9:06pm. James Herbert moved and David Brown seconded a motion to adjourn. Unanimously carried.

Respectfully submitted,
//original signed//
Timothy C. Smith, Town Clerk