

**VILLAGE BOARD OF TRUSTEES  
AUGUST 20, 2018 MINUTES**

Mayor Michael VandeVelde presiding

MEMBERS: Dennis Lutes, Al Holbrook, Mike Catalano, Rob Cochran

OTHERS: Becky Jackson, Becki Paternosh, Bonnie Rae Strickland, Ed LeBarron, Andrew Thompson, Rob Genthner, Erin Schuster, Forrest Hubert, Dave Brooker, Ann Kneer, Tom Tarpley

The Mayor and Board Trustees met at the Fire Department at 6:30 p.m. for a plaque presentation.

**MAYOR/BOARD  
MINUTES**

**The Board made a motion to approve the minutes of 7/16/18 by Trustee Cochran, seconded by Trustee Catalano and was carried unanimously.**

**RESOLUTION #16-2018 MEUA DELEGATE**

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

Whereas, the Board of Public Works of the Village of Westfield, New York, is a municipal member of the Municipal Electric Utilities Association of New York State, and

Whereas, the Annual Conference of the Municipal Electric Utilities Association of New York State has been called on September 11-14, 2018 to be held at the Adam's Mark Hotel & Event Center, Buffalo, NY and,

Whereas, in accordance with the by-laws of the Municipal Electric Utilities Association of New York State, each municipal member may cast one vote on each transaction properly brought before this meeting,

NOW THEREFORE BE IT RESOLVED, that DPW Director, Andrew Thompson, be and is hereby designated as the accredited delegate of the Board of Public Works of the Village of Westfield, New York.

**RESOLUTION #17-2018 AUTHORIZATION TO SIGN AND ADDENDUM TO WATER SUPPLY AGREEMENT**

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

RESOLVED, the Supervisor is hereby authorized to sign an Addendum to the Water Supply Agreement between the Town of Westfield and Village of Westfield, which, among other things, extends the existing Agreement through 2068 and adds the NYS Route 5 Water Benefit District No. 1 and West Main Street Water Benefit Districts to the list of areas covered by the Agreement.

## ADDENDUM

This Addendum, attached to and made part of a certain Intermunicipal Agreement dated April 12, 2005, styled a "Water Supply Agreement", between the VILLAGE OF WESTFIELD, a municipal corporation as defined by General Municipal Law, Section 119-n(a) of the State of New York, hereinafter referred to as the "Village" and the TOWN OF WESTFIELD, a municipal corporation defined by General Municipal Law, Section 119-n(a) of the State of New York, acting on behalf of the North Town Water District of said Town, hereinafter referred to as the "Town"

### W I T N E S S E T H:

WHEREAS, the Water Supply Agreement has been in place for nearly 13 years without complaint by either party, and

WHEREAS, the parties extended and modified the Water Supply Agreement in 2017 and now desire to further extend and clarify the Water Supply Agreement,

NOW, THEREFORE, for good and valuable consideration, the sufficiency of which is hereby acknowledged, and the mutual covenants contained herein, the parties hereto agree as follows:

1. Extension of Agreement. The parties agree that Section 9(c) of the Water Supply Water Agreement is hereby modified and superseded so that the said agreement shall terminate on May 1, 2068.
2. Proportional Curtailment. If the supply of water for the Town becomes insufficient, the parties agree that any curtailment shall be shared proportionately by all users within the Village and supplied districts.
3. Addition of New Water Benefit Districts. The parties agree to add two new appendices to the Water Supply Agreement to include and describe the new "NYS Route 5 Water Benefit District No. 1" and "West Main Street Water Benefit District."
4. Legal Basis. This Addendum is authorized pursuant to and by Article 5-g, Section 119-o, of the General Municipal Law of the State of New York.
5. Authorization. This Agreement is made and executed pursuant to a resolution by the Board of Trustees of the Village of Westfield, adopted on \_\_\_\_\_, \_\_\_\_\_, and the Town Board of the Town of Westfield adopted on \_\_\_\_\_, \_\_\_\_\_. Pursuant to said resolutions, the Mayor of the Village and Supervisor of the Town are authorized to and have executed this Addendum.

### DISCUSSION OF COURT GRANT

The board briefly discussed the request to approve the Court to apply for a Grant which they had submitted a diagram of the modifications they would like to have completed. The Mayor noted If the board should approve applying for the Grant, it does not mean that we have agreed to the proposed modifications for the Court's office. It was also noted that it would mean curtailing any future use of that particular space, (balcony area).

It was suggested it might be more worthwhile to bring in a professional Engineer to do an assessment on the entire building before changing usage or putting any more money into it. There was a suggestion to have In-Scale Architects to carry out this study.

The Mayor noted he would pass along to the Court Clerks that the board is not in favor of the modifications they had submitted at this time.

#### APPROVAL FOR ARTS & CRAFTS

**The board made a motion to approve for the Arts & Crafts Festival, July 26<sup>th</sup> and 27<sup>th</sup>, 2019 by Trustee Holbrook, seconded by Trustee Lutes and was carried unanimously.**

#### PERMISSION FOR FALL FESTIVAL

**The board made a motion to approve for a Fall Festival w/Wine & Beer during the September 22<sup>nd</sup> Farmers Market by Trustee Catalano, seconded by Trustee Cochran and was carried unanimously.**

#### REQUEST FOR USE OF WELCH FIELD

**The board made a motion to approve the Cub Scouts request for use of Welch Field October 12<sup>th</sup> for Community Halloween Bonfire and Activities on a motion by Trustee Catalano, seconded by Trustee Cochran and was carried unanimously.**

#### NOTIFICATION OF FUN RUN

**The board made a motion to approve by Trustee Holbrook, seconded by Trustee Lutes for the Presbyterian Church Fun Run beginning in Moore Park on October 27, 2018, pending an acceptable Route being submitted to the Police Chief.**

#### SECURITY & ACCESS CONTROLS STUDY

**The board made a motion to approve the Security & Access Controls Study by Trustee Cochran, seconded by Trustee Catalano and was carried unanimously.**

#### REQUEST EXECUTIVE SESSION TO DISCUSS ELECTRIC DEPARTMENT PERSONNEL

#### POLICE DEPARTMENT

##### MONTHLY OVERTIME REPORT

**The board made a motion to approve the Monthly Report and Overtime Report of 55.25 hours by Trustee Lutes, seconded by Trustee Catalano and was carried unanimously.**

#### REQUEST EXECUTIVE SESSION TO DISCUSS PERSONNEL

#### FIRE DEPARTMENT

##### MONTHLY REPORT

**The board approved the Monthly Report as read by the Mayor on a motion made by Trustee Catalano, seconded by Trustee Cochran and was carried unanimously.**

#### RECREATION DEPARTMENT

##### PROGRAM REPORT

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

## **HISTORIAN**

### **MONTHLY REPORT**

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

The Historian noted to the board that she would be on vacation the first 3 weeks in September.

## **CODE ENFORCEMENT**

### **MONTHLY REPORT**

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

## **PUBLIC WORKS**

### **MONTHLY/OVERTIME REPORT**

**The board made a motion to approve the Monthly Report and the Overtime Report of 10.75 hours by Trustee Cochran, seconded by Trustee Lutes and was carried unanimously.**

## **WATER & SEWER DEPARTMENT**

### **MONTHLY AND OVERTIME REPORT**

**The board made a motion to approve the Water Department Monthly Report and Overtime Report of 28.9 hours by Trustee Catalano, seconded by Trustee Lutes and was carried unanimously.**

**The board made a motion to approve the WPCF Monthly Report and Overtime Report of 5.1 hour by Trustee Catalano, seconded by Trustee Lutes and was carried unanimously.**

### **CONTRACT #4-WATER PLANT REHAB-WATER SYSTEM UPGRADE**

**The board made a motion to award Contract #4 bid to H&K Services in the amount of \$1,224,784 by Trustee Lutes, seconded by Trustee Catalano and was carried unanimously.**

### **APPROVE CHANGE ORDER – CONTRACT #1**

The board agreed to table discussion on this matter.

### **REQUEST FOR CARRYOVER VACATION**

**The board made a motion to approve for Erin Schuster to carryover 8 vacation days by Trustee Cochran, seconded by Trustee Catalano and was carried unanimously.**

## **ELECTRIC DEPARTMENT**

### **MONTHLY OVERTIME REPORT**

**The board made a motion to approve the Monthly Report and the Overtime Report of 55.2 hours by Trustee Cochran, seconded by Trustee Lutes and was carried unanimously.**

### **NORTH PORTAGE STREET SUBSTATION FENCE BID**

**The board made a motion to approve the North Portage Street Substation Fence Bid to Active Fence in the amount of \$15,900 by Trustee Holbrook, seconded by**

**Trustee Catalano and was carried unanimously.** The other bid received was too late to be considered.

**APPROVE UNDERGROUND CABLE & ACCESSORIES PURCHASE BID**

**The board made a motion to approve the Underground Cable & Accessories Purchase to Irby in the amount of \$39,794.50 by Trustee Lutes, seconded by Trustee Cochran and was carried unanimously.** The one bid was from Southwire for \$10.97/ft. but with minimum order of 10,420 ft. which is more than what we needed, and the other bid was from Okonite at \$12.59/ft.

**APPROVE ELECTRIC DEPARTMENT BUILDING RE-BID**

**The motion was made to approve the Electric Dept. building bid to C&R Construction in the amount of \$663,200 subject to Permissive Referendum by Trustee Catalano, seconded by Trustee Cochran and was carried unanimously.** The other bid was from E.E. Austin at \$900,000.

**TREASURER**

No overtime to report.

**FINANCIAL REPORTS**

**The board made a motion to approve the Financial Reports by Trustee Holbrook, seconded by Trustee Cochran and was carried unanimously.**

**CLERK**

No overtime to report.

**VACATION CARRYOVER**

**The board made a motion to approve a carryover of 1½ vacation days for Vince Luce by Trustee Cochran, seconded by Trustee Lutes and was carried unanimously.**

**WARRANTS**

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

<b>General</b>	<b>#12</b>	<b>45,610.70</b>
<b>Electric</b>	<b>#13</b>	<b>311,040.03</b>
<b>Water</b>	<b>#13</b>	<b>11,501.90</b>
<b>Water</b>	<b>#14</b>	<b>16,315.20</b>
<b>Sewer</b>	<b>#13</b>	<b>20,514.18</b>
<b>Capt'l. Pkng. Lot</b>	<b>#10</b>	<b>14,628.60</b>
<b>Capt'l. WPCF</b>	<b>#11</b>	<b>12,006.90</b>
<b>Capt'l. Street</b>	<b>#12</b>	<b>25,000.00</b>
<b>General</b>	<b>#14</b>	<b>37,928.01</b>
<b>General</b>	<b>#15</b>	<b>63,917.43</b>
<b>Electric</b>	<b>#15</b>	<b>199,567.21</b>
<b>Electric</b>	<b>#16</b>	<b>33,936.25</b>
<b>Water</b>	<b>#16</b>	<b>18,230.03</b>
<b>Water</b>	<b>#17</b>	<b>23,428.04</b>
<b>Sewer</b>	<b>#15</b>	<b>23,247.10</b>
<b>Sewer</b>	<b>#16</b>	<b>28,014.66</b>

**The board made a motion to enter into Executive Session to discuss Police and Electric Department issues by Trustee Catalano, seconded by Trustee Cochran and was carried unanimously.**

#### **EXECUTIVE SESSION**

**Following the Executive Session, the board made a motion to return to regular session by Trustee Holbrook, seconded by Trustee Cochran and was carried unanimously.**

#### **ACTION**

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

#### **POLICE**

**The board made a motion by Trustee Holbrook, seconded by Trustee Catalano and was carried unanimously to hire Adam Tanner as Full Time Police Officer as soon as the residency requirement is met.**

#### **ELECTRIC**

**The board made a motion by Trustee Catalano, seconded by Trustee Holbrook and was carried unanimously to extend the early retirement incentive for Forrest Hubert to include June/July and August.**

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