

**TOWN BOARD MEETING**  
**Town of Westfield**  
**April 3, 2024**

The regular meeting of the Town Board of the Town of Westfield was called to order at 7:30pm in Eason Hall, 23 Elm Street, Westfield, NY, with the following members:

Supervisor:	Martha R. Bills	Guest:	William Bauer
Councilmember:	David Brown		Don McCord
	David Spann		David Gayley
	James Herbert		Sandra Brown
	Will Northrop		Ed Slate

Highway Superintendent:	David Babcock
Code Enforcement Officer:	Kenneth Shearer
Town Attorney:	Joel Seachrist
Town Clerk:	Andrea L. Babcock

**Pledge of Allegiance**

*Councilmember David Brown made the motion to waive the reading of the March 6, 2024, minutes inasmuch as all members received a copy thereof and the minutes be accepted. Councilmember David Spann seconded the motion. The motion was carried unanimously.*

**Reports:**

The supervisor's March monthly report was distributed and accepted as submitted including up to date spending and revenues on all accounts. All board members have received a copy, and the monthly report is always available in the Supervisor's office for anyone to view. Supervisor Bills mentioned that the Town received a reimbursement check of \$75,098.58 from the state for the Welch Trail. The final reimbursement payment of 15% will be forthcoming from the state. The Town is waiting for payment from the County for this project.

The Town Clerk's report together with a check in the amount of \$3,426.64 representing fees for the month of March 2024 has been turned over to the Supervisor. A check for \$45.00 representing fees for the month of March to NYS Department of Health, Marriage Licenses, and a check in the amount of \$46.00 will be turned over to NYS Department of Agriculture and Markets and NYS Decals in the amount of \$151.16 will be withdrawn on the 13<sup>th</sup>.

- The Tax Collector's monthly collection report will be presented to the board at the May meeting. Tax bills received after April 1, 2024, will be forwarded to the county as the end of the collection date at the Town level is April 1, 2024.
- The Dog Warden's report for March 2024 was not received.
- The Town Historian Report for March 2024 has been received and placed on file.
- Westfield Fire Department report for the month of March 2024 was not received.
- The Town Court report for March 2024 was received and placed on file.
- The WPD report for March 2024 was not received.

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**Highway:**

Highway Superintendent's March report has been received and placed on file.

- Highway Superintendent Babcock is getting quotes to install a generator at the Highway Shop that will run both shops. Superintendent Babcock asked the board to consider moving money from the highway building reserve to purchase and install the generator. Highway Superintendent Babcock will have more information at the May meeting for the board to consider.
- The Highway Superintendent mentioned that Terrace Street will be closed while the repairs are being made at the lighthouse.

**Code Enforcement:**

The Code Enforcement Officer submitted a written report for March 2024 that has been received and accepted. Code Enforcement Officer Shearer talked with the board about a proposed electric vehicle charging station at the Barcelona Market and provided plans. A draft permit application was drafted by Code Officer Shearer and asked the board and town attorney to consider the draft so that the town would be ready to accept the application.

**Barcelona Harbor:**

- The Harbor is closed for the Season.
- Councilmember David Spann and Supervisor Bills submitted a grant for a new launch dock. The town was awarded \$50,000.00 for the project.
- Discussed improving the lighting at the harbor for added security at night. Supervisor Bills received a quote to improve the lighting. Councilmember David Brown made a motion to purchase lights as presented by the quote. Seconded by Councilmember James Herbert and carried unanimously.

**Public Comment:**

- Overnight camping at the harbor and beach were discussed, along with signage.

**Announcements:**

- E-Waste will be held May Saturday, 4<sup>th</sup> 9:00am-1:00pm- located at the Town Shop 118 Chestnut St. Acceptable electronics collection is free of charge.
- Spring Clean-up will be held Saturday, May 11<sup>th</sup> 9:00am -1:00pm at the Transfer Station on Bourne St.
- First Friday preview will be held on May 3<sup>rd</sup>, 2024, from 5:00pm-8:00pm
- Total solar eclipse on April 8<sup>th</sup>. Town offices will close at noon at the discretion of each department. The board does not object to the closure of offices.
- Don McCord mentioned to the board that he has received a draft scope of the Village and Town Comprehensive Plan.

**Project Updates:**

- Waiting for a response from the NYS Health Department for the Route 5 East Lake Road Water Project No.2 project. Route 5 Water District.
- Welch Trail paperwork has been submitted.
- The Ghostfish Brewing company and grant administration are finalizing the paperwork for the project.

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**New Business:**

*Councilmember David Spann offered the following resolution and moved for its adoption.*

**Resolution No. 22 of 2024**

**Town of Westfield**

Accept letter of resignation of Deputy

Accept the resignation of Gabrielle Ferguson as Deputy Town Clerk, Deputy Tax Collector and Deputy Registrar effective March 20, 2024, with regret.

*This was seconded by Councilmember David Brown. Voting was as follows: Supervisor Martha Bills, aye; Councilmember David Brown, aye; Councilmember David Spann, aye; Councilmember James Herbert aye; Councilmember William Northrop, aye.*

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*Councilmember David Brown offered the following resolution and moved for its adoption.*

**Resolution No. 23 of 2024**

**Town of Westfield**

Appointment of Deputy

Accept the Town Clerks appointment of Debbie Simpson as Deputy Town Clerk and Deputy Registrar effective April 2, 2024, at a rate of pay established in the 2024 budget.

*This was seconded by Councilmember David Spann. Voting was as follows: Supervisor Martha Bills, aye; Councilmember David Brown, aye; Councilmember David Spann, aye; Councilmember James Herbert aye; Councilmember William Northrop, aye.*

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*Councilmember James Herbert offered the following resolution and moved for its adoption.*

**Resolution No. 24 of 2024**

**Town of Westfield**

Appointment of Assessor

Appoint Bonnie Rae Strickland as Assessor effective April 4, 2024, and will be compensated for the time of actual employment based on an annual salary not to exceed \$35,000.00.

*This was seconded by Councilmember David Brown. Voting was as follows: Supervisor Martha Bills, aye; Councilmember David Brown, aye; Councilmember David Spann, aye; Councilmember James Herbert aye; Councilmember William Northrop, aye.*

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*Supervisor Martha Bills offered the following resolution and moved for its adoption.*

**Resolution No. 25 of 2024  
Town of Westfield**

Transfer station punch card price change.

Accept the transfer station punch card price change effective May 1, 2024. The cost of the punch card will be \$20.00 and includes 10 punches per card. All punch cards previously purchased will be honored.

***This was seconded by Councilmember David Brown. Voting was as follows: Supervisor Martha Bills, aye; Councilmember David Brown, aye; Councilmember David Spann, aye; Councilmember James Herbert aye; Councilmember William Northrop, aye.***

***Councilmember David Brown offers the following budget revision for 2024.***

Subject: Budget Revision #2 for Budget Year 2024		
Revision Description	Decrease	Increase
To move \$16,197.63 from A Fund A1355.100 Assessor Personal to fund the A1355.110 Assessor Trainee account	Expenditures	Expenditures
Budget Journal		
A Fund (General Fund - Townwide)		
A 1355.100 Assessor- Personnel Services DR	16,197.63	
A 1355.110 Assessor- Trainee Personnel Services CR		16,197.63
Total A Fund	16,197.63	16,197.63
Revision Description	Decrease	Increase
To move \$209,327.68 from CM Fund Balance CM 599 Appropriated Fund Balance to CM 1940.400 Purchase of Land	Expenditures	Expenditures
To Cover The Costs Of The Purchase Of The Three Parcels On First Street In Barcelona, Surveying Costs & Legal Fees		
CM Fund (Welch Building Fund)		
CM 599 Appropriated Fund Balance DR	209,327.68	
CM 1940.400 Purchase Of Land CR		209,327.68
Total CM Fund	209,327.68	209,327.68

***This was seconded by Councilmember David Spann. Voting was as follows: Supervisor Martha Bills, aye; Councilmember David Brown, aye; Councilmember David Spann, aye; Councilmember James Herbert aye; Councilmember William Northrop, aye.***

At 8:20pm Supervisor Bills moved, and Councilman David Brown seconded a motion to audit the bills.

Warrants dated April 3, 2024 (voucher #'s 151-203) in the amount of \$49,103.14 were drawn on the following funds:

General	\$25,804.00
General Part-Town	\$ 1,643.24
Highway	\$11,679.20
Highway Part-Town	\$ 9,937.38
Forest Park Sewer	\$ 36.12
North Town Water-Shorehaven	\$ 3.20

Warrants dated April 3, 2024 (voucher #1-prepaid 3/14/2024 & voucher #'s 2-3) in the amount of \$209,327.68 were drawn on the following funds:

Welch (prepaid)	\$208,283.68
Welch Building	\$ 1,044.00

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***These warrants were presented and audited by the Board members. Supervisor Bills made a motion to be directed to draw the necessary checks to cover the warrants as audited. The motion was seconded by Councilmember David Brown. Voting was as follows: Supervisor Bills, aye, Councilmember David Brown, aye; Councilmember James Herbert, aye; Councilmember William Northrop, aye.***  
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At 8:36pm Supervisor Martha Bills moved, and Councilmember David Spann seconded a motion to move to executive session to discuss personnel histories with the Town Attorney. Unanimously carried.

At 9:07pm Supervisor Martha Bills moved, and Councilmember David Brown seconded a motion to return to regular session. Unanimously carried.

Councilmember William Northrop made a motion to appoint Heather Luce as an alternate zoning board member as recommended by Chairman Wayne Harrington. Seconded by Councilmember David Brown and carried unanimously.

There being no further business at 9:07pm Supervisor Martha Bills moved, and Councilmember William Northrop seconded a motion to adjourn. Unanimously carried.

Respectfully submitted,  
*// original signed //*  
Andrea L Babcock, Town Clerk