

TOWN BOARD MEETING

Town of Westfield

June 3, 2026

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:	David Nichols
Councilmember:	David Brown		Kris Bailey
	David Spann		Gail Gray
Absent:	William Northrop		David Walker
Absent:	James Herbert		Kathryn Crawford
			WPD Chief Erik Karlstrom

Code Officer: Kenneth Shearer
Town Attorney: Joel Seachrist
Town Clerk: Andrea L. Babcock

Absent: Highway Superintendent: David Babcock

Pledge of Allegiance

Councilmember David Brown made the motion to waive the reading of the May 6, 2026, meeting 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 monthly May 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. The Town has received second quarter sales tax revenue. Chips funding amount received is more than last year.

The Town Clerk's report together with a check in the amount of \$13,161.53 total fees for the month of May 2026 is turned over to the Supervisor. A check for \$157.50 representing fees for the month of May to NYS Department of Health, Marriage Licenses and a check in the amount of \$68.00 will be turned over to NYS Department of Agriculture and Markets and NYS Decals in the amount of \$75.57 will be withdrawn on the 13th.

- Tax Collector's 2026 tax collection account has a balance of \$0.07 cents interest earned in the month of May and will be turned over to the Supervisor.

The Dog Warden's report for the month of May 2026 was not received.

The Town Historian report for the month of May 2026 was received and placed on file in the Town Clerks office.

The Westfield Fire Department report for the month May 2025 was received.

The Town Court report for May 2026 was received and placed on file in the Town Clerks office.

The WPD report for May 2026 was received and placed on file in the Town Clerks office. Chief Karlstrom gave an overview of the report.

Highway:

Highway Superintendent's May 2026 report was not received. The Highway Superintendent is attending Highway school.

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Code Enforcement:

The Code Enforcement Officer submitted a written report for May 2026 and was received and placed on file in the Town Clerk's Office.

- Code Enforcement Officer Kenneth Shearer provided the board with a monthly report. Code Officer Shearer gave an overview of the day-to-day activities.
- Code officer Shearer received a special use permit application from Roger Wisniewski, location 8936 Shore Dr for a storage shed. Supervisor Bills made a motion to refer to the application to the Town Planning Board and set a public hearing for July 1, 2026, at 7:25pm. Seconded by Councilmember David Brown and carried unanimously.

Barcelona Harbor:

- Councilmember David Spann and Supervisor Martha Bills attended a monthly meeting with Us Army Corps representatives and gave an overview of 2027 dredging project.

Public Comment:

- NONE

Announcements:

First Friday-Friday June 5th

Chautauqua County Historical Society annual gala will be held at the McClurg Museum on Saturday June 13th.

Alumnae Weekend- Friday July 10th- First Friday, Saturday July 11th and Sunday July 12th

Fireman's Annual Ox Roast- Sunday July 12th

Project Updates:

- The East Route 5 Water Benefit District phase 2 project monthly meetings are held. The engineer David Hardenbrook was present and gave a project update.
 - The Lakefront Water Revitalization Plan committee continues to review maps and boundaries.
 - The Town Board will meet with the Village Board to discuss section 2 of the comprehensive plan on July 17th at 4:30pm in the North Room.
 - Engineer Clark Patterson Lee and USDA are looking into feasible options for West Route 20 water.
 - Supervisor Bills attended the Eastern Lake Erie Study field tour and also talked about the Chautauqua Erie Lakes connection trail.
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New Business:

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

**Resolution No. 42 of 2026
Town of Westfield
AUTHORIZING EXECUTION OF UNDERTAKING WITH NYSDOT**

WHEREAS, the New York State Department of Transportation ("NYSDOT") requires an Undertaking from municipalities in connection with permits for work affecting state highways and rights-of-way under Highway Law Sections 52, 103, 203 and/or 234; and

WHEREAS, the Town of Westfield from time to time receives permits from NYSDOT and conducts activities upon state highways and/or within state right-of-way; and

WHEREAS, the NYSDOT has provide a form for the Undertaking that sets forth the terms and conditions for such activities, including traffic control, site restoration, indemnity, and payment of costs;

NOW, THEREFORE, BE IT

RESOLVED, that the Town Board of the Town of Westfield hereby approves the form of the proposed Undertaking; and be it further

RESOLVED, that Supervisor Martha R. Bills is hereby authorized and directed to complete and sign the Undertaking on behalf of the Town of Westfield, and to attach a certified copy of this resolution as the Resolution of Approval referenced therein; and be it further

RESOLVED, that the Town Clerk is directed to maintain a copy of the executed Undertaking and this resolution in the official records of the Town.

This was seconded by Councilmember David Spann. Voting was as follows: Supervisor Martha Bills, aye; Councilmember David Brown, aye; Councilmember David Spann, aye.

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

**Resolution No. 43 of 2026
Town of Westfield
ROUTE 5 WD #2 PROJECT
PROJECT BUDGET MODIFICATIONS**

WHEREAS, the Town of Westfield has received funding from Rural Development for their Route 5 WD #2 Project (“Project”); and

WHEREAS, the Town Board wishes to adjust project budget items to more accurately reflect actual costs and;

WHEREAS, Rural Development requires the Town Board to authorize all changes to the Administrative Budget as shown on the Form E; NOW, therefore be it

RESOLVED, that the Town Board of the Town of Westfield authorizes the following Budget modifications for the Project:

1.	Net Interest	Decrease of	\$58,739.25
2.	Single Audit	Increase of	\$2,193.75

I, Andrea Babcock, Town Clerk of the Town of Westfield, do hereby certify that the aforementioned resolution was adopted by the Town Board of the Town of Westfield on June 3, 2026, by the following vote.

This was seconded by Councilmember David Brown. Roll call voting was as follows: Supervisor Martha Bills, aye; Councilmember David Brown, aye; Councilmember David Spann, aye. Absent, Councilmember James Herbert and Councilmember William Northrop.

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

**Resolution No. 44 of 2026
Town of Westfield
Change Order No. 3 of 2026- Chlorine Building Concrete Pad-ER5WBD#2**

RESOLVED, The Town Board of the Town of Westfield hereby accepts Change Order No.3 for ER5WBD #2 water project. DJM has provided a price to complete the concrete foundation walls for the chlorine building in the amount of \$12,489.00. The Engineer has received Rural Development (RD) approval for this item.

This was seconded by Councilmember David Spann. Voting was as follows: Supervisor Martha Bills, aye; Councilmember David Brown, aye; Councilmember David Spann, aye.

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

Resolution No. 45 of 2026

Town of Westfield

Support of Williams' Constitution Pipeline Project

WHEREAS, Williams is a national energy infrastructure company that handles approximately one third of the natural gas used each day in the United States to heat homes, cook food, and generate electricity;

WHEREAS, the Northeast region faces persistent energy affordability challenges and natural gas supply constraints that have resulted in higher electricity and heating costs for families and businesses;

WHEREAS, currently much of the Northeast region relies on foreign sources of energy;

WHEREAS, dependence on foreign sources of energy leave consumers more susceptible to price spikes caused by global affairs;

WHEREAS, domestically produced energy supports the American workforce and provides consumers with insulation from energy market impacts of international conflicts;

WHEREAS, increased interstate natural gas pipeline capacity alleviates energy supply constraints, improves system reliability during peak demand periods, and places downward pressure on energy costs for residential, commercial, and industrial customers;

WHEREAS, the Constitution Pipeline is a proposed natural gas transmission line designed to transport energy from the Marcellus Shale region in northeastern Pennsylvania to support key markets across New York and New England;

WHEREAS, the project adds approximately 650,000 dekatherms per day (Dth/d) of pipeline capacity, equivalent to the daily energy needs of about 3 million homes in the U.S. Northeast;

WHEREAS, the Constitution Pipeline strengthens the Northeast's energy infrastructure by enhancing energy security and supporting economic growth, and provides a cleaner, lower-emitting alternative to heating oil;

WHEREAS, construction activities span Pennsylvania and New York and include pipeline installation, metering and regulating stations, and connecting new infrastructure to existing transmission systems;

WHEREAS, the Constitution Pipeline is associated with approximately 1,500 construction jobs and \$295 million in direct labor income;

WHEREAS, the project is associated with \$13 million in property tax revenues and \$100,000 in additional New York and Pennsylvania income tax revenue;

NOW, THEREFORE, BE IT RESOLVED, that **Town of Westfield** supports the Constitution Pipeline Project and urges timely consideration and approval of necessary authorizations;

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BE IT FURTHER RESOLVED, that **Town of Westfield** supports investments in energy infrastructure projects that promote U.S. energy independence, improve reliability, affordability, and economic opportunity for residents and businesses.

This was seconded by Councilmember David Brown. Voting was as follows: Supervisor Martha Bills, aye; Councilmember David Brown, aye; Councilmember David Spann, aye.

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

Resolution No. 46 of 2026

Town of Westfield

Authorize Supervisor to Sign Contract Extension Agreement with CREDC-Barcelona Gateway Project

BE IT RESOLVED, The Town Board of the Town of Westfield hereby authorizes the Supervisor to sign a contract extension agreement with Chautauqua Regional Economic Development Corporation (CREDC) for the Barcelona Gateway Project grant extending the time period for completion until December 31, 2026

This was seconded by Councilmember David Brown. Voting was as follows: Supervisor Martha Bills, aye; Councilmember David Brown, aye; Councilmember David Spann, aye.

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

Resolution No. 47 of 2026

Town of Westfield

Authorize Payment for Form E-No.11 and Pay App No-8 for East Route 5 Water Benefit District No.2

BE IT RESOLVED, The Town Board of the Town of Westfield hereby authorizes Form E #11 - Rural Development Budget / Cost Certification, tabulation sheets and Pay App No-8 for project related services to date for East Route 5 Water Benefit District No.2.

This was seconded by Councilmember David Spann. Voting was as follows: Supervisor Martha Bills, aye; Councilmember David Brown, aye; Councilmember David Spann, aye.

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

Resolution No. 48 of 2026

Town of Westfield

2026 Pier fees

Day Pass	\$10.00
Season Pass	\$75.00
Overnight Slip	\$20.00 (24 hours) does not include a day pass
Ice	\$ 4.00
Pop-Water	\$ 2.00
Moorings	Not available for the 2026 season.

This was seconded by Councilmember David Spann. Voting was as follows: Supervisor Martha Bills, aye; Councilmember David Brown, aye; Councilmember David Spann, aye.

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

Resolution No. 49 of 2026

Town of Westfield

Petty Cash Funds for 2026

BE IT RESOLVED, the Town Board of the Town of Westfield hereby approves petty cash, cash drawers from fund A210 to the following department head custodians pursuant to Town Law 64-1A for the purpose of low dollar miscellaneous expenses; and making change and all subject to Audit. A210 petty cash balance totaling \$770.00

Town Supervisor	\$100.00
Town Clerk	\$100.00
Tax Collector	\$250.00
Town Court Clerk	\$50.00
Harbor Master	\$270.00

This was seconded by Councilmember David Brown. Voting was as follows: Supervisor Martha Bills, aye; Councilmember David Brown, aye; Councilmember David Spann, aye.

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

Resolution No. 50 of 2026

Town of Westfield

Adopt Summer Office Hours

BE IT RESOLVED, The Town Board of the Town of Westfield hereby authorizes Friday summer office hours for the Town Bookkeeper beginning Friday June 5th through September 4th on Fridays 8:00am-1:00pm in conjunction with the Town Clerks Friday office hours.

This was seconded by Councilmember David Spann. Voting was as follows: Supervisor Martha Bills, aye; Councilmember David Brown, aye; Councilmember David Spann, aye.

At 8:18pm Councilmember David Spann offered the following budget revision no.4 of 2026 and moved for its adoption.

Subject: Budget Revision #4 for Budget Year 2026		
Revision Description	Decrease	Increase
To move \$300.00 from A fund balance A 599 to A7180.411 Parks & Recreation - Contra Gateway Grant Account for Seachrist Law Offices, P.C.	Expenditures	Expenditures
Invoice 3322 for \$300.00. The Town Received \$22,000.00 From The County of Chautauqua IDA For The Barcelona Gateway Grant in 2023		
The Revenue From The Chautauqua County IDA Dropped To A Fund Balance in 2023.		
Budget Journal		
A Fund (General Fund - Townwide)		
A 599 Appropriated Fund Balance DR	300.00	
A 7180.411 Parks & Recreation - Contractual Barcelona Gateway Grant CR		300.00
Total A Fund	300.00	300.00

This was seconded by Councilmember David Brown. Voting was as follows: Supervisor Martha Bills, aye; Councilmember David Brown, aye; Councilmember David Spann, aye.

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

Warrants dated June 3, 2026 (voucher #'s 299-366) in the amount of \$145,769.39 were drawn on the following funds:

General	\$ 37,074.02
General Part-Town	\$ 1,247.31
Highway	\$ 4,522.04
Highway Part-Town	\$ 89,770.38
Sherman Fire District	\$ 11,695.29
Forest Park Sewer	\$ 1,455.52
North Town Water-Shorehaven	\$ 4.83

Warrants dated June 3, 2026 (voucher # 15-20) in the amount of \$220,948.69 were drawn on the following funds:

Route 5 Water Benefit District-2 (H9)	\$ 220,948.69
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These were presented and audited by the board members. Supervisor Martha Bills moved and Councilmember David Brown seconded a motion that the Supervisor be directed to draw the necessary checks to cover the warrant as audited. Voting was as follows: Supervisor Martha Bills, aye; Councilmember, David Brown, aye; Councilmember David Spann, aye.

At 8:40pm Supervisor Martha Bills moved, and Councilmember David Brown seconded a motion to move to an executive session to discuss potential litigation with the Town Attorney. Unanimously carried.

At 9:20pm Supervisor Martha Bills moved, and Councilmember David Brown seconded a motion to return to regular session. Unanimously carried.

Councilmember David Brown made a motion to authorize the Town Attorney to draft necessary paperwork if needed for the East Route 5 Water Benefit District project easement.

There being no further business at 9:20pm. Supervisor Martha Bills moved, and Councilmember David Spann seconded a motion to adjourn. Unanimously carried.

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