

TOWN BOARD MEETING

Town of Westfield

June 3RD, 2020

The regular meeting of the Town Board of the Town of Westfield was called to order at 7:37pm in Eason Hall, 23 Elm Street, Westfield, NY, with the following members and guests present: Practiced social distancing, six feet apart, masks were worn, NYS sanitizer available and used during the COVID-19 pandemic and adhered to NYS Governor’s guidelines.

Supervisor:	Martha R. Bills	Guests:	Michael Cipolla, Westfield School Superintendent
Councilmen:	David Brown		Julia Murphy, Westfield School Business Official
	David Spann		Jill Fredd, Town Bookkeeper
	James Herbert		Kelly Brown, Harbor Master
	Will Northrop		Carol Brown
			Sandra Brown

Town Attorney	Joel Seachrist
Highway Superintendent	David Babcock
Code Officer-Assessor	Bonnie Rae Strickland

Pledge of Allegiance

Councilman Will Northrop made a motion to waive the reading of the Town Board May 6, 2020 meeting of the Town Board minutes inasmuch as all members received a copy thereof and that the minutes be accepted. The motion was seconded by Councilman David Brown and carried unanimously.

Westfield Central School Superintendent, Michael Cipolla and Business Official, Julia Murphy presented to the Town Board with the upcoming school budget proposal for 2020-2021, adjusting to the COVID-19 pandemic, remote learning for the last several months, planning out the closure of the Spring 2020 school year and getting guidance from NY State for the upcoming fall school year. 2020-2021 School taxes will be accepted for collection at the Town office for the upcoming school tax collection in September.

Reports:

Supervisor Bills presented the board with expenditures and revenues for the month ending May 2020. All Board members have received a copy. Reports are available in the Supervisors office and are accepted as submitted.

Supervisor Bills thanked Jill Fredd Town Bookkeeper that was present. Jill has put in extra effort and work to get through the revenues and expenditures up to today. Court will not resume until August 1st and subject to change. As of right now, not sure of sales tax revenue, mortgage tax, state aid, more information will be forthcoming in July or August. The board will need to take a very conservative look at spending. Discussed changes to offices for re-opening, moving workstations away from transaction windows. Plexiglass has been installed at the Town Clerk’s window and the Tax collector window. The Town Highway department helped with the installing of the plexiglass. The Town Clerk has been accepting appointments, by phone, email, mail and Town drop box for day to day transactions. The Town Code officer and Town Assessor has by appointment only at this time, use Town drop box, mail and email. The County Executive is looking to allow municipalities to open towards the end of the month. More information will be forthcoming, right now we are considered to be working at 50% work force. The Village is looking to open the building at the end of the month.

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The Town Clerk's report together with a check in the amount of \$12,559.36 representing fees for the month of May 2020 was turned over to Supervisor Bills. A check for \$0.00 representing fees for the month of May to NYS Department of Health, Marriage Licenses and a check in the amount of \$28.00 was turned over to NYS Department of Agriculture and Markets and NYS Decals in the amount of \$80.31 will be withdrawn on the 15th.

- Received notice of filing of preliminary scoping for the Town of Ripley -ConnectGen LLC Solar project from neighboring community
- Deputy Bess Chimera started back as of today and going forward on Wednesdays.

The Dog Warden's report for May 2020 was not received.

The Fire Department report for May 2020 was not received.

The Town Court report for May 2020 was received and placed on file.

The WPD report for May 2020 was received and placed on file.

Highway:

- Town Highway Superintendent David Babcock submitted a written report on activities for May 2020. The report has been received and placed on file. Finished up the waterline on Route 20 and yard work and hydroseeded. Mowed and road side mowing. Highway Superintendent thanked Councilman David Spann for assisting in the hydroseeding for Route 20.
- Railroad closing at Rogersville Road in the Town of Westfield and Franklin Street in the Village.

Code Enforcement:

The Code Enforcement Officer submitted a written report for May 2020. The report has been received and placed on file.

- Two area variance applications have been received and forwarded to the ZBA
- Board of Assessment review met last week, assessment reduction was very muniscular, very happy with that.
- Family Health will start project on main street

Barcelona Harbor:

Walleye tournament will be June 13th - June 21st. They will have a weigh station. The number of participants is down from last year. Looking to have a porta john and the company will sanitize it daily. Trash containers were discussed the board agreed on having a 2yard trash container with lock, it can be used during hours of operation and have a one time a week pick up. The board agreed to see how the porta john and a 2yard trash container will work, they have to consider the cost and the revenues coming in the door. Maybe further on we can open the restrooms, more information will be forthcoming. Signage is posted; Carry In, Carry Out, social distancing, face coverings, signage has been posted. Route 5 water district project has equipment at the pier and the Harbor Master asked for it to be moved since the Walleye tournament will take place. It is in the way for Walleye tournament.

Public Comment:

- NONE

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Announcements:

- Chautauqua County Household Hazardous Waste Drop off day-Canceled
- Chautauqua County historical Society McClurg Museum will hold ice cream social on Wednesdays in June -August from 6-9pm
- Farmers Market opens June 6th with CDC guidelines. Very limited to items being sold.

Old Business:

- The Route 5 Water District No.1 coming to conclusion, received a report from the engineer and they have another one hundred feet to go, from BAN to BOND closing will be held at the end of the month. We will be reimbursed for the interest payment. The rate will be 1.375%. Wish list items will be looked at with the leftover money.
- The Welch Trail preliminary design has been submitted and waiting for approval.

Resolutions for 6/3/2020:

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

Resolution No. 37 of 2020

Town of Westfield

Transfer Station Bid

Accept the transfer station bid from Casella Waste Management for July 1, 2020-June 30, 2020.

Price per month for equipment and facility:	\$901.25
Price per haul for garbage (to County Landfill)	\$292.00
Price per haul for recycled items:	\$292.00
Labor Charges:	\$671.50 per month
Any additional fee(s)	\$51.50 per ton, recycling processing

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

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

Resolution No.38 of 2020

Town of Westfield

Authorize the Supervisor to amend the Route 5 waterline extension contract with Clark Patterson Lee

Authorize the Supervisor to amend the Route 5 Waterline Extension contract with Clark,Patterson and Lee using from the project budget funds in the amount of \$13,500 to provide for additional inspection services.

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

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

Resolution No.39 of 2020
TOWN OF WESTFIELD
Approval of summer employment for the Pier employees

BE IT RESOLVED, that the Town Board of the Town of Westfield hereby approves summer employment for the Pier employees, Barbara Johnson, Herbert Johnson, Carter Stetson, Deborah Phillips and George Kurtz at a rate of \$9.25 an hour.

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

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

Resolution No. 40 of 2020
Town of Westfield
Authorize Town of Westfield Petty Cash Funds for 2020

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 \$600.00

Town Supervisor-Martha Bills	\$100.00
Town Clerk-Andrea Babcock	\$100.00
Tax Collector-Jill Fredd	\$100.00
Town Court Clerk-Julie Devlin	\$50.00
Town Highway Superintendent-David Babcock	\$50.00
Harbor Master-Kelly Brown	\$100.00
Transfer Station Attendants-Randy Edwards/George Kurtz	\$100.00

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

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Resolution No. 41 of 2020

Town of Westfield

**SEQRA NOTICE OF INTENT TO SERVE AS LEAD AGENCY
FOR THE TOWN OF WESTFIELD NYS ROUTE 5 WATER BENEFIT DISTRICT No. 2**

On motion of Councilman David Spann, seconded by Councilman James Herbert, the following resolution was adopted by the Town Board of Westfield, New York:

Whereas, the Town Board has proposed improvements to the Town of Westfield NYS Route 5 Water Benefit District No. 2 to install approximately 23,100 linear feet of 12-inch and 6-inch water main. The water main will be installed on portions of NYS Route 5, Persons Road, Woodlawn Drive, Hawthorne Ave, Sycamore Lane, and McKinley Road and will serve approximately 64 residential, commercial, and agricultural properties; and

Whereas, in accordance with the provisions of 6 NYCRR Part 617 (SEQRA), the Town Board of Westfield intends to serve as Lead Agency for SEQRA review of this Type 1 Action and will determine if the proposed action will have a significant effect on the environment; and

Whereas, the Lead Agency will undertake a coordinated review of this proposed action.

Now Therefore Be It Resolved, that the Town Board hereby designates its intention to serve as Lead Agency for the proposed action and will circulate Lead Agency Notice along with Part 1 of the Long Form Environmental Assessment Form and any other supporting documentation to all Involved Agencies. These agencies shall be given 30 days from the mailing of the Lead Agency Notice to consent. Interested Agencies will be given notice, but not required to consent pursuant to 6 NYCRR Part 617.6.

VOTE

AYES: Town Supervisor-Martha Bills, Councilman David Brown, Councilman-David Spann, Councilman-James Herbert, Councilman-Will Northrop

NOES: NONE

ABSENT: NONE

DATE: June 3, 2020

At 8:38pm Supervisor Bills moved and Councilman David Brown seconded a motion to audit the bills.
Warrants dated June 3, 2020 (voucher #'s 280-339) in the amount of \$170,347.62 were drawn on the following funds:

General	\$31,378.21	Shorehaven Water Project	\$ 2.56
General Part-Town	\$965.00	Forest Park Sewer	\$21.68
Highway	\$3,961.57		
Highway Part-Town	\$123,426.53		
Sherman Fire District	\$10,592.07		

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Warrants dated June 3, 2020 (voucher #'s 10) in the amount of \$112,377.83 were drawn on the following funds:

Route 5 Water Benefit District #1 Capital Project

H8-8310.200 \$112,377.83

Warrants dated June 3, 2020 (voucher #'s 45-50) in the amount of \$3,785.26 (were drawn on the following funds:

Welch Building \$3,785.26

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 Councilman David Brown. Voting was as follows: Supervisor Bills, aye, Councilman Brown, aye; Councilman Spann, aye; Councilman Northrop, aye.

There being no further business at 9:05pm Supervisor Martha Bills moved and Councilman David Brown seconded a motion to adjourn. Unanimously carried.

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