

**TOWN BOARD MEETING
Town of Westfield
September 1, 2021**

**PUBLIC HEARING
Town of Westfield
September 1, 2021
Public Hearing**

Community Development Block Grant Funding to support Ghostfish Brewing East LLC, brewery operation

Supervisor Bills called the public hearing to order at 7:25pm in Eason Hall auditorium, 23 Elm Street, Westfield, NY, with the following members: Masks were worn, social distancing practiced.

Supervisor: Martha R. Bills Guest: Deb Best
Councilmen: David Brown Carol Rasmussen, Business Dev. Manager of CREDC
 James Herbert
 David Spann
 Will Northrop

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

Carol Rasmussen the Business Development Manager of the Chautauqua Region Economic Development Corporation introduced herself as well as gave an overview of the Community Development Block Grant.

The public hearing is held pursuant to the requirements of the Community Development Block Grant program including a list of people attending the hearing. All members of the public joining the hearing were asked to identify themselves by signing in.

The Community Development Block Grant (CDBG) Program is a federally funded program authorized by Title 1 of the Housing and Community Development Act of 1974 and administered by the United States Department of Housing and Urban Development (HUD). Funds are provided directly by HUD to large municipalities (generally over 50,000 in population for cities, villages, and towns and 200,000 for counties) through the Formula Entitlement program. For all other municipalities, the New York State Office of Community Renewal (OCR) is New York State's designated agency for distributing CDBG funds through the Small Cities program. The CDBG program provides grants to municipalities in order to ensure safe, decent, and affordable housing; assist businesses and activities that will create and retain employment opportunities; and provide improved public facilities and services. The OCR generally only funds projects or activities where at least 51% of the activity beneficiaries are low- to moderate-income persons (LMI). A low- or moderate-income person is one who is a member of a family whose income is at or below 80% of the area median income established by the U.S. Department of Housing and Urban Development.

Municipalities intending to apply for CDBG funding are required to hold a public hearing prior to submitting the application. The hearing is for the purpose of (i) soliciting public input regarding community development and housing needs in the municipality; and (ii) soliciting public comment regarding any specific activities proposed for submission.

If funding is awarded, a second public hearing will be required during the implementation phase of the project or activity the CDBG funds are supporting.

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The Chautauqua Region Economic Development Corporation has asked the Town of Westfield to apply for a grant in an estimated amount up to \$150,000 from the OCR that will be provided as a grant to CREDC, which will use the funds to provide a loan or loans to Ghostfish Brewing Company East LLC to assist in financing a portion of the furnishings, fixtures and equipment and working capital costs associated with a project within the Town. Ghostfish Brewing Company East LLC is proposing to make certain building renovations, acquire and install furnishings, fixtures and equipment, and incur working capital expenses in connection with its establishment of a brewery operation in the Lake Erie Grape Discovery Center in the Town of Westfield, New York. The total project cost is expected to be approximately \$545,000. The project is expected to create up to an estimated 10 full-time equivalent jobs, the majority of which will be made available to low- and moderate- income individuals.

Any person wishing to make comments regarding community needs or the proposed project were invited to do so. No comments were received.

Proof of publication of the public hearing was posted by the Town Clerk in the newspaper, Town sign board and posted outside of the Town Clerk's window as well as the Town website.

At 7:30pm Carol Rasmussen Business Development Manager of the Chautauqua Region Economic Development Corporation closed the public hearing.

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

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Supervisor Bills called the public hearing to order at 7:30pm in Eason Hall auditorium, 23 Elm Street, Westfield, NY, with the following members: Masks were worn, social distancing practiced.

Supervisor:	Martha R. Bills	Guest:	Deb Best
Councilmen:	David Brown		Carol Rasmussen, Business Dev. Manager of CREDC
	James Herbert		
	David Spann		
	Will Northrop		

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

Pledge of Allegiance

Councilman David Brown made a motion to waive the reading of the Town Board August 4, 2021 meeting minutes inasmuch as all members received a copy thereof and that the minutes be accepted. The motion was seconded by Councilman Will Northrop and carried unanimously.

Reports:

Supervisor Bills presented the monthly report on the Town’s finances for the month of August. The report is always available in the Supervisors office. All Board members have received a copy of the report and is accepted as submitted.

Received sales tax revenue report from the county. Retirement contributions summary received. The Town received half of the American Rescue Plan Act funding of \$81,666.33. The other half will be received in the summer of 2022. Received an additional check for \$333.43, this amount was received because some municipalities did not participate in time and funds were disbursed to municipalities that did. The funds can be used up until 2024. If the funds are not used, the funds will be returned. More information will be forthcoming on how the funds can be used. Working on the 2022 budget and federal audit. The Town office is very busy.

The Town Clerk’s report together with a check in the amount of \$9,495.49 representing fees for the month of August 2021 was turned over to the Town Supervisor. A check for \$112.50 representing fees for the month of August to NYS Department of Health, Marriage Licenses and a check in the amount of \$41.00 was turned over to NYS Department of Agriculture and Markets and NYS Decals in the amount of 2,394.21 will be withdrawn on the 13th.

- The Town Clerks office continues to be very busy, open to the public from 8:00am-1:00pm and appointments are required in the afternoon, due to the amount of work that needs to be done.

The Dog Warden’s report for August 2021 was not received.
The Fire Department report for August 2021 was received and placed on file.
The Town Court report for August 2021 was received and placed on file.
The WPD report for August 2021 was not received.
The Historian report for August 2021 was received and placed on file.

Highway:

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- Town Highway Superintendent David Babcock submitted a written report on activities for August 2021. The report has been received and placed on file.
 - Discussed purchasing a new truck, possibly in phases.
 - Councilman David Brown made a motion to allow the Highway Superintendent to order a new truck, cab and chaise in the amount not to exceed \$145,000.00. Councilman David Spann seconded the motion, all in favor, aye, motion carried.
 - Councilman James Herbert made a motion to allow the Highway Superintendent to order hydraulics for the truck. Seconded by Councilman David Brown, all in favor, aye, motion carried.

Code Enforcement:

The Code Enforcement Officer submitted a written report for August 2021. The report has been received and placed on file.

- Special Use modification application received for a shed on Douglas Rd, refer to the Town Planning Board for review. Set a Public Hearing for 7:15pm

Barcelona Harbor:

Closing date September 20th weather permitting.

Public Comment:

- None

Announcements:

- School Tax collection starts September 3. Collection will be accepted at the Town Tax Collectors window Monday-Friday 8:00am-1:00pm.
- Civil war enactment is canceled for 2021
- Last first Friday will be held on September 3

Project Updates:

- Route 5 East Lake Road Water Project No.2, compliance review questions for board members paperwork is to be completed by the board and submitted to USDA.
 - Supervisor Bills attended a meeting with the County to go over the Welch Trail plans and budget. Westfield Town and Village Historian is working on history signage for the trail.
 - Received a note from Anne Whaling, Northland Power, 2 solar projects did not get submitted into the NYSERDA 2021 RFP. More information will be forthcoming next year. SEQR permitting for the 20MW project located between the railroad and highway on Vilardo Road may be forthcoming within a few weeks.
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New Business:

Resolutions for 9/1/2021:

Councilman Will Northrop offered the following resolution and moved its adoption

**Resolution No. 46 of 2021
TOWN OF WESTFIELD, NEW YORK
RESOLUTION OF THE TOWN BOARD
AUTHORIZING THE ADOPTION OF A SECTION 3 PARTICIPATION PLAN IN
CONNECTION WITH COMMUNITY DEVELOPMENT BLOCK GRANT FUNDING**

WHEREAS, the Town of Westfield (the “Town”) is applying for a grant from the New York State Housing Trust Fund Corporation (hereinafter the “HTFC”) represented by the New York State Office of Community Renewal (hereinafter the “OCR”) through the Community Development Block Grant (hereinafter “CDBG”) Program for the purpose of assisting Ghostfish Brewing Company East LLC in establishing a brewery operation within the Town (the “Project”), and

WHEREAS, OCR requires that a municipality applying for and receiving a grant adopt a Section 3 Participation Plan, which describes how the municipality will, to the greatest extent possible, provide job training, employment, and contract opportunities for low-or very-low income residents in connection with housing rehabilitation, housing construction or other public construction projects, in accordance with Section 3 of the Housing and Urban Development Act of 1968; and

WHEREAS, the Town wishes to adopt the Section 3 Plan in order to meet OCR requirements and permit the application for funding for the Project to go forward.

NOW THEREFORE BE IT RESOLVED, that the Town of Westfield Town Board hereby adopts the Section 3 Participation Plan for Section 3 Covered Contracts, as presented to the Town Board.

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

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Councilman Will Northrop offered the following resolution and moved its adoption

**Resolution No. 47 of 2021
TOWN OF WESTFIELD, NEW YORK
RESOLUTION OF THE TOWN BOARD
AUTHORIZING THE ADOPTION OF A FAIR HOUSING PLAN IN CONNECTION WITH
COMMUNITY DEVELOPMENT BLOCK GRANT FUNDING**

WHEREAS, the Town of Westfield (the “Town”) is applying for a grant from the New York State Housing Trust Fund Corporation (hereinafter the “HTFC”) represented by the New York State Office of Community Renewal (hereinafter the “OCR”) through the Community Development Block Grant (hereinafter “CDBG”) Program for the purpose of assisting Ghostfish Brewing Company East LLC in establishing a brewery operation within the Town (the “Project”), and

WHEREAS, OCR requires that a municipality receiving a grant of CDBG funds adopt a Fair Housing Plan and appoint a Fair Housing Officer; and

WHEREAS, the Town wishes to adopt a Fair Housing Plan in order to meet OCR requirements and permit the application for funding for the Project to go forward.

NOW THEREFORE BE IT RESOLVED, that the Town of Westfield Town Board hereby adopts the Fair Housing Plan, as presented to the Town Board; and

BE IT FURTHER RESOLVED, that the Town of Westfield Town Clerk is appointed as the Town’s Fair Housing Officer.

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

Councilman Will Northrop offered the following resolution and moved its adoption

**Resolution No. 48 of 2021
TOWN OF WESTFIELD, NEW YORK
RESOLUTION OF THE TOWN BOARD
CONFIRMING THE AMERICANS WITH DISABILITIES COORDINATOR FOR THE TOWN
OF WESTFIELD; APPROVING THE NOTICE UNDER THE AMERICANS WITH
DISABILITIES ACT AND APPROVING THE GRIEVANCE PROCEDURE UNDER THE
AMERICANS WITH DISABILITIES ACT**

RESOLVED, that this Board confirms that the Town Clerk of the Town of Westfield will act as the Americans with Disabilities Act Coordinator for the Town of Westfield; and be it

FURTHER RESOLVED, that this Board approves the following Notice under the Americans with Disabilities Act:

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NOTICE UNDER THE AMERICANS WITH DISABILITIES ACT

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 (ADA), the Town of Westfield will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities.

Employment: The Town of Westfield does not discriminate on the basis of disability in its hiring or employment practices and complies with all regulations promulgated by the U.S. Equal Employment Opportunity Commission under Title I of the ADA.

Effective Communication: The Town of Westfield will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities so they can participate equally in the Town of Westfield programs, services, and activities, including qualified sign language interpreters, documents in Braille, and other ways of making information and communications accessible to people who have speech, hearing, or vision impairments.

Modifications to Policies and Procedures: The Town of Westfield will make all reasonable modifications to policies and programs to ensure that people with disabilities have an equal opportunity to enjoy all of its programs, services, and activities. For example, individuals with service animals are welcomed in the Town of Westfield offices, even where pets are generally prohibited.

Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a program, service, or activity of the Town of Westfield, should contact the office of the ADA Coordinator, **Town Clerk, Town of Westfield**, at Eason Hall, 23 Elm Street, Westfield, New York 14787, at (716) 326-3211 or e-mail at clerk@townofwestfield.org as soon as possible but no later than 48 hours before the scheduled event.

The ADA does not require the Town of Westfield to take any action that would fundamentally alter the nature of its programs or services, or impose an undue financial or administrative burden.

Complaints that a program, service, or activity of the Town of Westfield is not accessible to persons with disabilities should be directed to ADA Coordinator, **Town Clerk, Town of Westfield**, at Eason Hall, 23 Elm Street, Westfield, New York 14787, at (716) 326-3211 or e-mail at clerk@townofwestfield.org .

The Town of Westfield will not place a surcharge on a particular individual with a disability or any group of individuals with disabilities to cover the cost of providing auxiliary aids/services or reasonable modifications of policy, such as retrieving items from locations that are open to the public but are not accessible to persons who use wheelchairs.

and be it

FURTHER RESOLVED, that this Board approves the following Grievance Procedure under the Americans with Disabilities Act:

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GRIEVANCE PROCEDURE UNDER THE AMERICANS WITH DISABILITIES ACT

This Grievance Procedure is established to meet the requirements of the Americans with Disabilities Act of 1990 (ADA). It may be used by anyone who wishes to file a complaint alleging discrimination on the basis of disability in the provision of services, activities, programs, or benefits by the Town of Westfield. Employment related complaints of disability discrimination are covered elsewhere, in policies available from the human resources office of the Town of Westfield.

The complaint should be in writing and contain information about the alleged discrimination such as name, address, phone number of complainant and location, date and description of the problem. No particular format of the complaint is required. Alternative means of filing complaints, such as personal interviews or a tape recording of the complaint, will be made available for persons with disabilities upon request.

The complaint should be submitted in writing by the grievant and/or his/her designee as soon as possible but no later than 60 calendar days after the alleged violation to:

ADA Coordinator
Town Clerk, Town of Westfield
Eason Hall, 23 Elm Street
Westfield, NY 14787

Within 15 calendar days after receipt of the complaint, the ADA Coordinator or his/her designee will meet with the complainant to discuss the complaint and the possible resolutions. Within 15 calendar days of the meeting, the ADA Coordinator or his/her designee will respond in writing, and where appropriate, in a format accessible to the complainant, such as large print, Braille, or audio tape. The response will explain the position of the Town of Westfield and offer options for substantive resolution of the complaint.

If the response by the ADA Coordinator or his/her designee does not satisfactorily resolve the issue, the complainant and or his/her designee may appeal the decision within 15 calendar days after receipt of the response to the agency head or his/her designee.

Within 15 calendar days after receipt of the appeal, the agency head or his/her designee will respond in writing, and, where appropriate, in a format accessible to the complainant, with the agency's final resolution of the complaint, or indicating that the matter has been returned to the ADA Coordinator for further action. If further response is indicated, the complainant will be contacted within 15 calendar days.

All written complaints received by the ADA Coordinator or his/her designee, appeals to the agency head or his/her designee, and responses from these two offices will be retained by the Town of Westfield for at least three (3) years.

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

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Councilman David Spann offered the following resolution and moved its adoption

**Resolution No. 49 of 2021
Town of Westfield**

**AUTHORIZATION TO SUBMIT A GRANT APPLICATION TO THE NEW YORK STATE
OFFICE OF COMMUNITY RENEWAL FOR COMMUNITY DEVELOPMENT BLOCK
GRANT FUNDING**

WHEREAS, Ghostfish Brewing Company East LLC (the “Company”) proposes to make building renovations, acquire and install furnishings, fixtures and equipment, and incur working capital expenses in connection with its establishment of a brewery operation at the Lake Erie Grape Discovery Center located at 8305 Route 20 in the Town of Westfield at an estimated cost of \$545,000 (the “Project”), and

WHEREAS, the Company and the Chautauqua Region Economic Development Corporation (“CREDC”) have requested that the Town of Westfield (the “Town”) apply for funding from the New York State Office of Community Renewal (the “OCR”) to finance a portion of the costs for furnishings, fixtures and equipment and/or working capital for the Project, and

WHEREAS, CREDC is assisting in the facilitation of the Project and has requested that the Town provide the OCR funding to CREDC as a grant for the purpose of making a loan or loans to the Company, and

WHEREAS, the Project will result in a benefit to the Town of Westfield in the form of the creation of new employment positions, and

WHEREAS, the Town has held a public hearing to obtain citizens’ views regarding the CDBG program as administered by OCR and the Project.

NOW, THEREFORE, BE IT

RESOLVED, that the Town Supervisor is hereby authorized to submit a grant application on behalf of the Town of Westfield for an amount to be determined by OCR and expected to be up to \$150,000, such amount to be provided as a grant to CREDC to provide financing to the Company for a portion of the furnishings, fixtures and equipment and/or working capital required for the Project and to fund grant administration costs, and be it further

RESOLVED, that the Town Supervisor is hereby authorized to execute a grant agreement between the Town and the OCR and all related documents associated with the OCR grant, including entering into a grant agreement with CREDC for the implementation of the Project and administration of the OCR grant, all such documents to be subject to review and approval by the Town Attorney, and be it further

RESOLVED, that the Town Supervisor is hereby designated as the Environmental Certifying Officer for the purposes of complying with the applicable federal environmental review requirements for the OCR grant.

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

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Councilman James Herbert offered the following resolution and moved its adoption

**Resolution No. 50 of 2021
Town of Westfield
RESOLUTION CALLING PUBLIC HEARING**

At a regular meeting of the Town Board of the Town of Westfield, Chautauqua County, New York, held at Eason Hall, in Westfield, New York, in said Town, on the 1st day of September, 2021, at 7:30 o'clock P.M., Prevailing Time.

The meeting was called to order by Town Supervisor, Martha Bills, and upon roll being called, there were

PRESENT: Supervisor: Martha R. Bills
Councilmen: David Brown
James Herbert
David Spann
Will Northrop

ABSENT: None

The following resolution was offered by James Herbert, who moved its adoption, seconded by DavidBrown, to-wit:

TOWN BOARD MEETING
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RESOLUTION DATED SEPTEMBER 1, 2021.

A RESOLUTION CALLING A PUBLIC HEARING OF THE TOWN BOARD OF THE TOWN OF WESTFIELD, CHAUTAUQUA COUNTY, NEW YORK, PURSUANT TO SECTION 202-b OF THE TOWN LAW, TO CONSIDER AN INCREASE AND IMPROVEMENT OF THE FACILITIES OF THE NORTH TOWN WATER DISTRICT IN AND FOR SAID TOWN AT A MAXIMUM ESTIMATED COST OF \$2,732,000.

WHEREAS, the Town Board of the Town of Westfield, Chautauqua County, New York, has had under consideration a map and plan as well as an estimate of cost for a proposed increase and improvement of the facilities of the North Town Water District, consisting of the installation of new water main along East Route 5, including land or rights-in-land, original furnishings, equipment, machinery, apparatus and other costs incidental thereto; and

WHEREAS, the boundaries of the proposed benefited area are as follows:

All that tract or parcel of land situate in the Town of Westfield, County of Chautauqua, State of New York, being described as follows:

Beginning at the intersection of the northerly extension of the westerly line of tax account number 192.00-2-16.1 and the centerline of New York State Route 5 (66 feet wide right-of-way); thence,

1. Northwesterly, along the westerly of tax account 192.00-2-10, a distance of 884 feet, more or less, to a northwesterly corner of tax account number 192.00-2-10; thence,

2. Northeasterly, along the northerly lines of tax account numbers 192.00-2-10, 176.00-1-1, 176.001-4, 176.00-1-6, 176.00-1-7, 176.00-1-8.2, 176.00-1-9, 176.00-1-10, 176.00-1-11, 176.00-1-13, 176.06-1-1, 176.06-1-2, 176.06-1-3, 176.06-1-4, 176.06-1-5, 176.06-1-6, 176.06-1-7, 176.06-1-8, 176.06-1-9, 176.06-1-10, 176.06-1-11, 176.06-1-14, 176.06-2-24, 176.06-2-17, and 176.00-1-19, 176.00-1-21, 176.00-2-1.1, 176.07-1-2.2.2, 176.07-1-4, 176.07-1-5, 176.00-2-2.1, 159.00-1-1, 159.00-1-3, 159.00-1-5, 159.00-1-6, 159.00-1-9, 159.00-1-10, and 159.00-1-11, a distance of 17,388 feet, more or less, to the northeasterly corner of tax account number 159.00-1-11; thence,

3. Southeasterly, along the easterly lines of tax account numbers 159.00-1-11 and 176.00-2-8, a distance of 4,245 feet more or less, to a southeasterly corner of tax account number 176.00-2-8; thence,

4. Southwesterly, along the southerly lines of tax account numbers 176.00-2-8, 176.00-2-9.2, 176.00-2-5, 176.00-2-35, 176.00-2-36, 176.00-2-37, 176.00-2-32, 176.00-2-41, 176.00-2-46, 176.00-2-46, 193.00-1-5, 193.00-1-43.2, 193.00-1-3, 193.00-1-1, 193.00-1-2, 192.00-2-18, 192.00-2-17 and 192.00-2-16.1, a distance of 14,755 feet, more or less, to the southwesterly corner of tax account number 192.00-2-16.1; thence,

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5. *Northwesterly, along a westerly line of tax account number 192.00-2-16.1, a distance of 528 feet, more or less, to a southwesterly corner of tax account number 192.00-2-16.1; thence,*

6. *Northeasterly, along a northerly line of tax account number 192.00-2-16.1, a distance of 426 feet, more or less, to the southwesterly extension of the easterly line of tax account number 192.00-2-16.1; thence,*

7. *Northwesterly, along the westerly line of tax account number 192.00-2-16.1, a distance of 385 feet, more or less, to the point of beginning.*

Water Benefit District No. 2, as described above, contains approximately 1,139 acres of land.

All as shown on a map prepared by CPL, entitled "NYS RTE 5 Water Main Benefit District No. 2 – Proposed Water District Boundary Map", dated April 27, 2020.

WHEREAS, the proposed benefited area would be known as the EAST ROUTE 5 WATER BENEFIT DISTRICT NO. 2; and

WHEREAS, the improvements are as follows: approximately 23,100 linear feet of 12-inch and 6-inch diameter water main; water services and meters; and fire hydrants; and

WHEREAS, the maximum estimated cost of such increase and improvement of facilities is \$2,732,000; and

WHEREAS, the proposed method of apportioning the costs of such improvement is on a benefit basis to the benefited properties within the newly-defined East Route 5 Water Benefit District No. 2, and

WHEREAS, the proposed method to be employed for financing such improvement is an estimated \$1,806,000 grant from the U.S. Department of Agriculture and the issuance of serial bonds for the balance, and

WHEREAS, the cost of the improvements to the typical one- or two- family, full-time resident home in the benefited area will be \$968 per year, which figure includes \$529 per year for water costs and \$25 per year for North Town Water District costs; and

WHEREAS, said map, plan and estimate of cost are on file in the office of the Town Clerk for public inspection; and

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WHEREAS, it is now desired to call a public hearing on said proposed increase and improvement pursuant to Section 202-b of the Town Law;

NOW, THEREFORE, BE IT

RESOLVED, by the Town Board of the Town of Westfield, Chautauqua County, New York, as follows:

Section 1. A meeting of the Town Board of the Town of Westfield, Chautauqua County, New York, shall be held at Eason Hall, 23 Elm Street, Westfield, New York, in said Town, on the 6th day of October, 2021 at 7:30 o'clock P.M., prevailing time, for the purpose of conducting a public hearing on the proposed increase and improvement of the facilities of the North Town Water District in said Town, referred to in the preambles hereof, at which time and place said Town Board will hear all persons interested in the subject thereof concerning the same.

Section 2. **SEQRA DETERMINATION:** It has been determined that the aforesaid purpose constitutes an Unlisted Action under the SEQRA regulations of the State of New York which will not have a significant impact upon the environment.

Section 3. The Town Clerk is hereby authorized and directed to cause a notice of said public hearing to be published in the *Dunkirk Observer* and *Westfield Republican*, the official newspapers of said Town, and posted in the manner prescribed by law, which notice shall be in substantially the following form, to-wit:

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NOTICE OF PUBLIC HEARING

PLEASE TAKE NOTICE that the Town Board of the Town of Westfield, Chautauqua County, New York, will meet at Eason Hall, 23 Elm Street, Westfield, New York, in said Town, on the 6th day of October, 2021, at 7:30 o'clock P.M., prevailing time, for the purpose of conducting a public hearing relating to the increase and improvement of the North Town Water District in said Town, consisting of the installation of approximately 23,100 linear feet of water main along East Route 5 in an area to be designated as the East Route 5 Water Benefit District No. 2, including land or rights-in-land, original furnishings, equipment, machinery, apparatus and other costs incidental thereto, at a maximum estimated cost of \$2,732,000, at which time and place said Town Board will hear all persons interested in the subject thereof concerning the same.

SEQRA DETERMINATION: The aforesaid purpose constitutes an Unlisted Action under the SEQRA regulations of the State of New York which will not have a significant impact upon the environment.

Dated: Westfield, New York,
September ____, 2021

BY ORDER OF THE TOWN BOARD
OF THE TOWN OF WESTFIELD,
CHAUTAUQUA COUNTY, NEW YORK

Andrea Babcock, Town Clerk

Section 4. This resolution shall take effect immediately.

The question of the adoption of the foregoing resolution was duly put to a vote on roll call, which resulted as follows:

Town Supervisor-Martha Bills	VOTING	aye
Councilman-David Brown	VOTING	aye
Councilman-David Spann	VOTING	aye
Councilman-James Herbert	VOTING	aye
Councilman-Will Northrop	VOTING	aye

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The resolution was thereupon declared duly adopted.

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

Supervisor Bills offered the following resolution and moved its adoption

**Resolution No. 51 of 2021
Town of Westfield
Set Budget Workshop**

RESOLVED, the Town Board of the Town of Westfield set a budget workshop date of September 21, 2021 at 4:00pm to discuss the 2022 budget.

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

Councilman David Spann offered the following budget revision #5 for Budget year 2021.

BUDGET REVISION No. 5 of 2021

Subject:	Budget Revision #5 for Budget Year 2021		
Revision Description		Decrease	Increase
Town Received Franchise Renewal PEG Captial Funding For Access Chautauqua County TV, Inc From Charter Communications. Access Chautauqua County TV, Inc Invoiced The Town For The Amount The Town of Westfield was given. Access Chautauqua County TV, Inc is using the money to purchase updated equipment. This budget revision is to move the money received into the expense line used to pay Access Chautauqua County TV, Inc		Expenditures	Expenditures
Budget Journal			
A Fund (General Fund - Townwide)			
A 1170	Franchises	6,750.00	
A 1650.400	Central Comm - Contratual		6,750.00
Total A Fund		6,750.00	6,750.00
Revision Description		Decrease	Increase
Purchased 3,000 envelopes from Arkwright Printing for the 2022 County & Town Tax Collection Moving money from the Tax Collector - Deputy Personal Serv II account to cover the over expenditure of the tax collection contratual line.		Expenditures	Expenditures
Budget Journal			
A Fund (General Fund - Townwide)			
A 1330.130	Tax Collector - Deputy Personal Serv II	133.74	
A 1330.400	Tax Collector - Contractual		133.74
Total A Fund		133.74	133.74

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

TOWN BOARD MEETING
Town of Westfield
September 1, 2021

Supervisor Bills made a motion to set a Public Hearing for a Special Use Permit modification application for Douglas Rd at 7:15pm, Public Hearing for Sherman Fire Protection at 7:20pm, Public Hearing for Westfield Fire Protection at 7:25pm and Public Hearing for East Route 5 Water Benefit District No. 2 at 7:30pm. Councilman David Brown seconded and carried unanimously.

At 8:22pm Supervisor Bills moved and Councilman David Brown seconded a motion to audit the bills.

Warrants dated September 1, 2021 (voucher #'s 439-499) in the amount of \$233,993.64 were drawn on the following funds:

General	\$32,673.73	Shorehaven Water Project	\$37.23
General Part-Town	\$ 144.56	Forest Park Sewer	\$3.37
Highway	\$5,854.76		
Highway Part-Town	\$195,279.99		

Warrants dated September 1, 2021 (voucher #'s 37-42) in the amount of \$2,755.48 were drawn on the following funds:

CM2- Welch Building	\$2,755.48
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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 Councilman David Brown. Voting was as follows: Voting was as follows: Supervisor, Martha Bills, aye; Councilman, David Brown, aye; Councilman, James Herbert; aye. Councilman, Will Northrop; aye. Motion carried

At 8:45pm Supervisor Martha Bills moved and Councilman David Brown seconded a motion to move to executive session to discuss a particular employment history, proposed sale of real property and proposed litigation with Town Attorney, Joel Seachrist. Unanimously carried.

At 9:40pm Supervisor Martha Bills moved and Councilman David Brown seconded a motion to return to regular session. Unanimously carried.

There being no further business at 9:40pm Supervisor Martha Bills moved and Councilman David Brown seconded a motion to adjourn. Unanimously carried.

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