

TOWN BOARD MEETING

Town of Westfield

January 12<sup>th</sup>, 2022

7:20pm Town Clerk, Andrea Babcock administered the Oath of office to re-elected Town officials, Councilmen, David Spann and Will Northrop.

PUBLIC HEARING

Town of Westfield

**Public Hearing, Martin Hemmer, 8271 Second St for a storage shed**

Supervisor Bills called the public hearing to order at 7:25pm in Eason Hall, 23 Elm Street, Westfield, NY, with the following members and guests present: Practiced social distancing and adhered to CDC guidelines.

Supervisor:	Martha R. Bills	Guest:	William Bauer
Councilmen:	David Brown		Emily Ponti
	David Spann		Jennifer Morris
	James Herbert		Maria Cascaut
	Will Northrop		

Highway Superintendent: David Babcock  
Code Officer: Bonnie Rae Strickland

Supervisor Bills opened the Public Hearing to hear all persons in regards to hear all persons in regards to the proposed Special Use Permit.

Proof of Publication of the public hearing from the Town Clerk was available.

Applicant Martin Hemmer was not present. The applicant was out of town and having trouble with flights and was not able to attend. Code Officer Bonnie Rae Strickland spoke on the applicants' behalf. The shed will be used for storage only. Discussed the size of the shed and Town code with the board. Highway Superintendent visited the property and marked off where the right of way is. It will help for when the property owner builds the new home. The applicant plans to build a home in 2022 and would like to store the household items in the shed until the new house is built on the property. Two letters were received from near by property owners and they were both in favor for the storage shed.

The Town Planning Board has reviewed the application and recommended approval to the Town Board members for their review and disposition on December 8, 2021.

At 7:32pm Supervisor Bills made the motion to adjourn the public hearing. Councilman James Herbert seconded the motion. This was unanimously approved.

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

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The regular meeting of the Town Board of the Town of Westfield was called to order at 7:32pm in Eason Hall, 23 Elm Street, Westfield, NY, with the following members and guests present: Practiced social distancing, masks were worn, during the COVID-19 pandemic.

Supervisor:	Martha R. Bills	Guest:	William Bauer
Councilmen:	David Brown		Emily Ponti
	David Spann		Jennifer Morse
	James Herbert		Maria Cascaut
	Will Northrop		

Highway Superintendent: David Babcock  
Code Officer: Bonnie Rae Strickland

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**Pledge of Allegiance**

*Councilman James Herbert made the motion to waive the reading of the December 1<sup>st</sup> minutes and the December 17<sup>th</sup> meeting minutes inasmuch as all members received a copy thereof and the minutes be accepted. Councilman David Spann seconded the motion. The motion was carried unanimously.*

**Reports:**

Supervisor Bills presented the monthly report on the Town's finances for the month of December, including a copy of interest payments. The report is always available in the Supervisors office. Everyone is welcome to view. All Board members have received a copy of the report for December 2021 and is accepted as submitted. The Supervisor received a memo from Bahgat & Laurito-Bahgat certified public accountants & advisors. Services are available if the Town would like assistance to help administer the ARPA (American Rescue Plan Act) funds received for the Town of Westfield. The County sends a list of Accounts Payable to the Town of Westfield on an annual basis. The invoice summary listing details the amount received from the County to the Town for sales tax, mortgage tax, projects (Welch Trail) and Barcelona dredging project for 2021.

The Town Clerk's report together with a check in the amount of \$3,175.38 representing fees for the month of December 2021 was turned over to the Town Supervisor. A check for \$45.00 representing fees for the month of December to NYS Department of Health, Marriage Licenses and a check in the amount of \$20.00 was turned over to NYS Department of Agriculture and Markets and NYS Decals in the amount of \$23.62 will be withdrawn on the 13<sup>th</sup>. Annual Report for 2021 was presented to the board.

The Dog Warden's report for December 2021 was not received.  
The Fire Department Report for November 2021 was received and placed on file.  
The Town Court report for December 2021 was received and placed on file.  
The Historian report for December 2021 was received and placed on file.  
The WPD report for December 2021 was received and placed on file.

**Highway:**

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- The Town Highway Superintendent discussed plowing roads, fuel and gas usages was received and placed on file.
- The Town of Westfield Highway Department 2021 jobs completed report for the Town of Westfield was received and placed on file.
- Discussed with the board trading in the 2019 Ford truck. Trade in value is really good at this time. The board agreed to allow the Superintendent to get quotes from dealerships. No action was taken.

**Code Enforcement:**

- The Code Enforcement Officer submitted a written report for December 2021 was received and placed on file.

**Barcelona Harbor:**

- Pier operations are closed for the season.
- Support from the Army Corp, Homeland Security and the County are aware of the ongoing breakwall issues. They are looking for funding and a better solution to the ongoing problem.
- Discussed dredging on an annual basis to use a long reach hoe and even potentially investing in a long reach hoe. The long reach hoe from the county is on back order that is going to be used. More information will be forthcoming.

**Public Comments:**

Emily Ponti asked the board the following questions;

How is tourism addressed in Westfield's master plan and does Westfield welcome tourism? Yes, Westfield welcomes tourism. The Town of Westfield has a comprehensive plan. The Village and the Town are considering updating the plan. Some other plans include the Westfield Connections, the Concord Grape Heritage Management Plan and the LWRP (Lakefront Water Revitalization Plan) and the Welch Trail which all include tourism.

Any certain types of business that Westfield would like to see or expand here in Westfield? Yes, business' that will produce jobs.

How do you see zoning regulations facilitating tourism? Councilman David Spann spoke on behalf of zoning regulations and tourism highlighting that as long as the process is done correctly you should not have a problem. All boards take a very close look at every project and tries to be very welcoming.

For amending the current zoning in Westfield, how would one go about doing this? The Supervisor discussed the process of amending the current zoning.

Jennifer Morse read information and handouts were presented to board members regarding Divide NY Plan. Divide NY Plan is a three completely autonomous regions plan. A grass roots efforts group member discussed the benefits of Divide New York's Autonomous Regions Plan. The board thanked the supporter for the information.

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**Announcements:**

- Annual Audit of Books (Thursday, January 19th @ 3:30pm)
- Association of Towns Annual Meeting in NYC will be held February 20-23. The training will be held virtually instead of in person due to the ongoing pandemic.

**Old Business:**

- Route 5 Water District No. 2 is being reviewed by the engineer.
- Waiting for the Spring to continue the Welch Trail project.

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**New Business:**

**Resolutions for 1/12/2022**

**Resolution No. 1 of 2022**

Neg. Dec/SEQR-8271 Second St. Hemmer-Storage Shed

Moved by Councilman David Brown, seconded by Councilman David Spann

**WHEREAS**, the Town Board of the Town of Westfield is considering the application of Martin Hemmer for a Special Use Permit allowing him to construct a 10' x 24' storage shed at 8271 2nd Street, which is designated as tax map Section 192.06, Block 1, Lot 35, and

**WHEREAS**, the use has been subject to environmental review pursuant to Article 8 of the New York State Environmental Conservation Law (State Environmental Quality Review Act), including the preparation and review of a short Environmental Assessment Form, and

**WHEREAS**, Part 617 of the implementing regulations pertaining to the State Environmental Quality Review Act requires this Board to determine and give notice of the environmental impact of the use, and

**WHEREAS**, the Board has determined that proposed use will not have a significant environmental impact

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board hereby issues the attached Notice of Determination of Non-Significance, also known as a Negative Declaration, for the application of Martin Hemmer.

*This was 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.*

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**Resolution No. 2 of 2022**  
**TOWN OF WESTFIELD**  
**SPECIAL USE PERMIT**

Issuance of permit- 8271 Second St. Hemmer- Storage shed

**Action of the Board:**

To consider the application of Martin Hemmer for a Special Use Permit to construct a 10' x 24' storage shed at 8271 Second Street, which is designated as tax map Section 192.06, Block 1, Lot 35, and

**Resolution moved by:** Councilman Will Northrop

**Seconded by:** Councilman James Herbert:

**WHEREAS**, Martin Hemmer (hereinafter, the "Applicant") submitted an application pursuant to Section 185-24(J) of the Town of Westfield Zoning Code requesting a Special Use Permit allowing him to construct a 10' x 24' storage shed at 8271 Second Street, which is designated as tax map Section 192.06, Block 1, Lot 35, and

**WHEREAS**, the issue of compliance with the State Environmental Quality Review Act has been thoroughly addressed, and a negative declaration was issued after examination of the record and public hearing, and

**WHEREAS**, the Town of Westfield Planning Board reviewed the application during a meeting held December 8, 2021 and recommended approval of the application, and

**WHEREAS**, the Town Board has considered all the facts and papers before it, and has heard those wishing to be heard at a public hearing held January 12, 2022 on the application, and finds ample justification to approve the application subject to the qualifications hereinafter set forth

**NOW, THEREFORE, BE IT RESOLVED**, that the application to build a storage shed be and hereby is authorized and approved subject to the conditions and requirements hereinafter set out:

1. The Applicant shall undertake the project in accordance with the plans and descriptions submitted to the Town with the application, and agrees to be bound by the terms of the application and any conditions of this permit
2. This permit shall not be assigned or transferred, in whole or in part, without the prior written consent of the Town.
3. This permit shall expire automatically if the use is not begun by January 11, 2023.
4. This permit shall become effective after the Applicant approves each and every provision hereof and agrees to be bound by all of the terms herein contained in consideration of the granting of this special permit.

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

*Councilman James Herbert offered the following resolutions 3 through 8. Seconded by Councilman Will Northrop and moved for its adoption*

**Resolution No. 3 of 2022**

Official Meeting Place

“That the official meeting of the Town Board shall be in Eason Hall, 23 Elm Street, Westfield, NY on the first Wednesday of each month at 7:30pm.”

**Resolution No. 4 of 2022**

Salaries

“That the Town Board hereby fix the salaries of the Town employees and officials for the year 2021 as follows:”

Supervisor	\$20,000 annual to be paid quarterly
Councilmen (4)	\$ 3,000 annual to be paid annually
Town Clerk	\$35,656 annual to be paid bi-weekly
Highway Superintendent	\$62,429 annual to be paid bi-weekly
Justice (2)	\$ 7,283 annual to be paid quarterly
Highway Employees	MEO's - Minimum \$18.00 to \$23.85 /hr - Maximum \$35.78 /hr -paid bi-weekly)
Deputy Highway Superintendent	\$ 2,000 annual to be paid quarterly
Deputy Supervisor	\$ 2,700 annual to be paid annually
Transfer Station Attendant	Laborers - Minimum \$16.00 /hourly- paid bi-weekly
Code Enforcement	\$22,286 annual to be paid bi-weekly
Safety Inspections Clerk	\$ 15.00 hourly/to be paid bi-weekly
Assessor	\$52,494 annual to be paid bi-weekly
Court Clerk	\$37,345 annual to be paid bi-weekly
Court Clerk Assistant	\$ 15.00 hourly/to be paid bi-weekly
Deputy Town Clerk	\$ 15.00 hourly/to be paid bi-weekly
Deputy Town Clerk II	\$ 2,000 annual to be paid bi-weekly
Registrar of Vital Statistics	Fees allowed by the State-paid on a monthly basis
Deputy Registrar of Vital Statistics	Fees allowed by the State-paid on a monthly basis
Bookkeeper	\$34,208 annual to be paid bi-weekly
Tax Collector	\$ 7,803 annual to be paid bi-weekly
Deputy Tax Collector	\$ 2,040 annual to be paid bi-weekly
Deputy Tax Collector II	\$ 15.00 hourly/to be paid bi-weekly
Recreation Workers-Pier	\$ 14.00 min/hr. & \$15.00 max/hr. paid bi-weekly
Dog Control Officer	\$ 7,803 annual to be paid bi-weekly

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**Resolution No. 5 of 2022**

Designation of Banks

**WHEREAS**, under Section 64 of the Town Law, it is provided that the Town Board shall designate by written resolution the banks and trust companies in which certain Town Officers shall deposit monies received into their hands by virtue of their office, be it,

**RESOLVED**, that Community Bank of Westfield, M & T Bank of Jamestown and Mayville, MBIA Class, are hereby designated as depositories in which the Supervisor, Town Clerk, Deputy Town Clerk, Tax Collector and Court Clerk shall deposit all monies coming into their hands.”

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**Resolution No. 6 of 2022**

Official Newspapers

“That the *Westfield Republican* and the *Observer* newspapers be designated the official newspapers of the Town for the year 2022.”

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**Resolution No. 7 of 2022**

2022 Annual Appointments

Andrea L. Babcock	Registrar of Vital Records / Records Management Officer / Deputy Tax Collector
Gabby Ferguson	Deputy Town Clerk
Jill Fredd	Bookkeeper / Asset Manager / Tax Collector / Deputy Registrar / Deputy Town Clerk II
Julie Devlin	Deputy Tax Collector II
Bonnie Rae Strickland	Code Enforcement / Zoning Officer
Lindsay Simpson	Safety Inspections Clerk
Marybelle Beigh	Historian
Julie Devlin	Clerk to the Court
Kimberly Stahley	Court Clerk Assistant
Richard Ossman	Deputy Highway Superintendent
Chuck Raynor	Dog Control Officer
Randy Edwards	Transfer Station Attendant
Don Thomas	Transfer Station Attendant
Herb Johnson (Alt)	Transfer Station Attendant
Barbara Johnson	Harbor Master

Planning Board

Phil Riedesel (Chairman)	Chad Schofield (Alternate)
Diana Hamann	Tom Tarpley
John Hemmer	Chris Reese
Timothy Smith	

Zoning Board of Appeals

Wayne Harrington (Chairman)	William Bauer
Linda Wolfe	Derek Johnson
Bradley Szymczak	

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Town Committees

Harbor	Martha Bills, David Spann, James Herbert
Security & Technology	Marth Bills, David Brown
Transfer Station	Martha Bills, David Brown, Will Northrop
Highway	Martha Bills, David Spann & Will Northrop
Personnel	Martha Bills & David Brown & David Spann
Website	David Brown, Martha Bills, Andrea Babcock & Joel Seachrist

Fire Dept. Liaison - David Brown

Process Server - David Haskin

Town Constable- Peter Kunow

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**Resolution No. 8 of 2021**

**Town of Westfield**

Authorizations for Supervisor / Deputy Supervisor

**RESOLVED**, pursuant to Town Law §29(16), that the Town Board of the Town of Westfield hereby authorizes and delegates to the Town Supervisor powers and duties of day-to-day administration and supervision of all town and special district facilities and employees, including the negotiation and execution of standardized annual agreements, service contracts, maintenance agreements, and the like, which are consistent with the annual budget adopted by the Town, and with and in furtherance of any and all State and Federal laws applicable thereto and with any and all local laws, resolutions or policies heretofore adopted by this Town Board.

**BE IT FURTHER RESOLVED** that the Supervisor or the Deputy Supervisor be, and are hereby authorized, to sign all the necessary documents for the financing of the Town of Westfield

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

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*Councilman Will Northrop offered the following resolution and moved for its adoption*

**Resolution No. 9 of 2022**

**Town of Westfield**

Highway Agreement

**RESOLVED**, that pursuant to the provisions of Section 284 of the Highway Law, the Town Board agrees that monies levied and collected for the repair and improvement of highways, and received from the state for the repair and improvement of highways, and specifically the sum of \$150,000 shall be expended for the general repairs of town highways, including sluices, culverts and bridges, or the renewal thereof, and for the following projects:

1. Sealing (oil) roads – Taylor Road, Knight Road, Douglass Road, Sluice pipe replacement of Parker Road and Pigeon Road intersection – 24inch plastic X200 feet.
2. Should the Town receive funds under the Consolidated Highway Improvement Project System (CHIPS), Funds estimated for 2022 \$128,036.00. Nova chip First Street, resurface (blacktop) 1 mile of Martin Wright Road, resurface (blacktop) Lyons Road.



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**BE IT FURTHER RESOLVED**, that no fewer than three members of the Town Board and the Highway Superintendent shall execute a certified copy of this resolution in duplicate, and said certified copy, so signed, shall constitute written agreement between the parties once it shall have been approved by the County Superintendent of Highways.

*This was 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.*

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

**Resolution No. 10 of 2022**  
**Town of Westfield**  
Appointment of Deputy Supervisor

**RESOLVED**, that Councilman David Brown is appointed as Deputy Supervisor for the Town of Westfield for the 2022 calendar year.

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

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*Councilman Will Northrop offered the following resolution and moved for its adoption*

**Resolution No. 11 of 2020**  
**Town of Westfield**  
Asset Management

**RESOLVED**, the Town board of the Town of Westfield hereby appoints Jill Fredd as the Town Property Control manager and establish a fixed asset threshold at \$1,000.00.

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

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

**Resolution No. 12 of 2022**  
**Town of Westfield**  
Annual Review of Procurement Policy

**RESOLVED**, that after thorough review, the Town Board approves the Procurement Policy (Chapter 37 of the Town Code).

*This was 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.*

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*Councilman Will Northrop offered the following budget revision resolution and moved for its adoption*

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Subject:	Budget Revision #9 for Budget Year 2021			
<b>Revision Description</b>			Decrease	Increase
To move \$274.99 from A Refuse & Garbage-Contractual to A Refuse & Garbage - Personal			Expenditures	Expenditures
<b>Budget Journal</b>				
A Fund (General Fund - Townwide)				
A 8160.400	Refuse & Garbage - Contractual DR	274.99		
A 8160.100	Refuse & Garbage - Personnel CR			274.99
<b>Total A Fund</b>		<b>274.99</b>	<b>274.99</b>	<b>274.99</b>
<b>Revision Description</b>			Decrease	Increase
To move \$430.05 from A Town Clerk Equipment to A Town Clerk - Dep Personnel			Expenditures	Expenditures
<b>Budget Journal</b>				
A Fund (General Fund - Townwide)				
A 1410.200	Town Clerk - Equipment DR	430.05		
A 1410.120	Town Clerk - Dep Personnel CR			430.05
<b>Total A Fund</b>		<b>430.05</b>	<b>430.05</b>	<b>430.05</b>
<b>Revision Description</b>			Decrease	Increase
To move \$728.40 from DA Machinery - Fuel Slips to DA Machinery Contractual			Expenditures	Expenditures
<b>Budget Journal</b>				
DA Fund (Highway- Townwide Fund)				
DA 5130.420	Machinery -Fuel Slips DR	728.40		
DA 5130.400	Machinery- Contractual CR			728.40
<b>Total DA Fund</b>		<b>728.40</b>	<b>728.40</b>	<b>728.40</b>
<b>Revision Description</b>			Decrease	Increase
To move money from the chips revenue line to cover the chips expense line.			Expenditures	Expenditures
<b>Budget Journal</b>				
DB Funds(Highway Part Town Fund)				
DB 3501	Consolidated Highway Improvements DR	155,123.29		
DB 5112.400	Permanent Improvements-Chips CR			155,123.29
<b>Total DB Fund</b>		<b>155,123.29</b>	<b>155,123.29</b>	<b>155,123.29</b>
<b>Revision Description</b>			Decrease	Increase
To move \$15.49 from SW3 Fund Balance to SW3 Other Operations & Maint			Expenditures	Expenditures
<b>Budget Journal</b>				
SW3 Fund (North Town Water- Shorehaven)				
SW3 599	North Town Water - Shorehaven Fund Balance DR	15.49		
SW3 8389.400	Other-Operations & Maint Shorehaven CR			15.49
<b>Total SW3 Fund</b>		<b>15.49</b>	<b>15.49</b>	<b>15.49</b>
<b>Revision Description</b>			Decrease	Increase
To move \$8,521.08 from fund balance to cover the expenditures for the accrued December 2021 expenses			Expenditures	Expenditures
The expenditures have exceeded what was budgeted in 2021 for building expenditures.				
<b>Budget Journal</b>				
CM2 Fund (Welch Building)				
CM2 599	Appropriated Fund Balance DR	8,521.08		
CM2 1620.420	Building Expenditure Welch CR			8,521.08
<b>Total CM2 Fund</b>		<b>8,521.08</b>	<b>8,521.08</b>	<b>8,521.08</b>
<b>Revision Description</b>			Decrease	Increase
To move \$192.40 from A funds contingent account to an other water, contr expenditure account.			Expenditures	Expenditures
This other water, contr expenditure account has been set up to record Route 5 Water District #2 expenses until the BAN and H captial project fund is established and funded.				
Municipal Solutions, Inc 16933 for \$192.40				
<b>Budget Journal</b>				
A Fund (General Fund - Townwide)				
A 1990.400	Contingent Account DR	192.40		
A 8389.400	Other Water, Contr Expend CR			192.40
<b>Total A Fund</b>		<b>192.40</b>	<b>192.40</b>	<b>192.40</b>

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

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

Subject:	Budget Revision #1 for Budget Year 2022		
<b>Revision Description</b>		Decrease	Increase
To move \$868.57 from fund balance to pay Add Lumber Invoice 213564 for \$816.20 & Add Lumber Invoice 213624 for \$52.37. Materials for making picnic tables for the Welch Trail		Expenditures	Expenditures
<b>Budget Journal</b>			
A Fund (General Fund - Townwide)			
A 599	Appropriated Fund Balance DR	868.57	
A 7180.410	Parks & Recreation Contractual Welch Trail CR		868.57
<b>Total A Fund</b>		<b>868.57</b>	<b>868.57</b>

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

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

Warrants dated January 12, 2022 (voucher #'s 709-730) in the amount of \$15,279.40 were drawn on the following funds:

General	\$13,696.25
Highway-Town	\$1,583.15

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Warrants dated January 12, 2022 (voucher #'s 1-34) in the amount of \$14,060.21 were drawn on the following funds:

General	\$7,228.09
Highway-Town	\$6,453.29
Highway Part Town	\$378.83

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Warrants dated January 12, 2022 (voucher #'s 62-66) in the amount of \$5,313.34 were drawn on the following funds:

Welch Bldg.	\$5,313.34
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Warrants dated January 12, 2022 (voucher #'s 1-3) in the amount of \$1,628.31 were drawn on the following funds:

Welch Bldg.	\$1,628.31
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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 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.**

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At 8:40pm Supervisor Martha Bills moved and Councilman David Brown seconded a motion to move to executive session to discuss the sale of real property. Unanimously carried.

At 9:00pm Supervisor Martha Bills moved and Councilman David Brown seconded a motion to return to regular session. Unanimously carried.

There being no further business at 9:00pm Supervisor Martha Bills moved and Councilman David Brown seconded a motion to adjourn. Unanimously carried.

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