

**TOWN BOARD MEETING
Town of Westfield
March 2, 2022**

**PUBLIC HEARING
Town of Westfield**

Public Hearing, Steven Steglmeier, 7131 Eight Ave, 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:

Supervisor:	Martha R. Bills	Guest:	William Bauer	Paige Alford
Councilmen:	David Brown		Emily Ponti	Jeff Phillips
	David Spann		Jennifer Morse	Jenn Phillips
	James Herbert		Dale Morse	Josh Larsen
	Will Northrop		Eric Alford	Lindsay Schrantz
			Don McCord	Emily Ponti

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

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 Steve Steglmeier was present. The shed will be used for storage only. The applicant recently quickly sold his primary residence and needed somewhere to store his household goods. He reached out to numerous storage facilities to store the household goods, however had no luck finding one. 7131 Eighth Ave (Shorehaven) is the applicant's cottage. The storage shed currently sits in the driveway of the property. The applicant was not aware that he needed a Special Use Permit prior to placing the storage shed on his property. He plans to move the new shed from the driveway to the existing spot of the old shed once torn down/removed in the next few months.

The Town Planning Board has reviewed the application and recommended approval to the Town Board members for their review and disposition on February 9, 2022.

At 7:27pm 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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Town of Westfield
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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 and guests present.

Supervisor:	Martha R. Bills	Guest:	William Bauer	Paige Alford
Councilmen:	David Brown		Emily Ponti	Jeff Phillips
	David Spann		Jennifer Morse	Jenn Phillips
	James Herbert		Dale Morse	Josh Larsen
	Will Northrop		Eric Alford	Lindsay Schrantz
			Don McCord	Emily Ponti

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

Pledge of Allegiance

Councilman Will Northrop made the motion to waive the reading of the February 2nd 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's February 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.

- Chautauqua County Emergency Services Hazardous Mitigation Plan upcoming training including municipality contacts is asked to be taken and submitted.
- Received interest payment from the County. End of year, December financials were provided to the Town Board members. The Town Bookkeeper is working on the AUD.
- Land owners in the agricultural districts are receiving notices for a public hearing for proposed modifications to the district. All districts are currently subject to eight-year review and consolidation administered by Chautauqua County.

The Town Clerk's report for February was received and accepted and placed on file. A check in the amount of \$1,834.26 representing fees for the month of February 2022 was turned over to the Town Supervisor. A check for \$22.50 representing fees for the month of February to NYS Department of Health, Marriage Licenses and a check in the amount of \$26.00 was turned over to NYS Department of Agriculture and Markets and NYS Decals in the amount of \$47.24 will be withdrawn on the 13th of March.

- Discussed setting up spring clean-up, e-waste collection and rabies clinic for the month of May. More information will be available at the April meeting.

The Dog Warden's report for February 2022 was not received.

The Historians report for February 2022 was received and placed on file.

The Fire Department Report for January 2022 was received and placed on file.

The Town Court report for February 2022 was received and placed on file.

- Reduction in payments for January and February due to two significant issues
 1. State Police troops input the incorrect date for town traffic court
 2. COVID sickness throughout the State Police troops.

The WPD report for February 2022 was received and placed on file.

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Highway:

The Highway Superintendent's February 2022 report has been received and placed on file.

- Councilman David Brown made the motion to go out to bid for products that are used for our roads and to accept the State D.O.T and Chautauqua County annual contract bids for the 2022 year. Seconded by Councilman Will Northrop. The motion was carried unanimously.
- Councilman Will Northrop made the motion to post the roads. Seconded by David Spann. The motion carried unanimously.

Code Enforcement:

The Code Enforcement Officer submitted a written report for February 2022. The report has been accepted and placed on file.

Barcelona Harbor:

Closed for the Season.

Discussed the entrance to the harbor. Due to the storm damage, emergency boats, charter boats, fishing boats etc. cannot enter or leave the entrance. The Coast Guard is aware of the situation. However, they have not yet posted the information for boaters and boaters are concerned. The Town Supervisor continues to speak with congressional leaders, county representatives along with the Army Corp of Engineers regarding the issue, solutions and paperwork. The Town cannot proceed without getting assistance from the Army Corp of Engineers, DEC, for permitting and funding. This is a Federal Channel, federally owned. Discussed the size and cost of the project. Discussed community involvement of individually writing congressional representatives. Business owners, presented concerns. Tournaments, local business and community involvement were discussed.

Supervisor Bills, Highway Superintendent and Town Board members thanked the concerned citizens for their comments and suggestions as everyone wants to be able to use the harbor.

At this time, we have to wait to hear about the federal budget and better weather to get out there to see what can be done. Further information will be forthcoming.

Public Comment: NONE

Announcements:

- Village Election March 15, 2022 (12:00pm-9:00pm) at Eason Hall

Project Updates:

- Phase 2 Route 5 East water project design and mapping is almost final.
- Waiting for the Spring to continue the Welch Trail project. The Highway Department is working on the picnic tables for the trail. Working on signage for the trail.
- Discussing the use of ARPA funds with hired Public Certified Accountants, Bahgat & Laurito -Bahgat.
- Received OCR (Office of Community Renewal) signed contract for Ghostfish Brewery.

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- Chautauqua County Department of Planning and Development is reviewing LWRP (Lakefront Water Revitalization Project) next steps with participating Lake Erie communities.
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New Business:

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

**Resolution No.18 of 2022
Town of Westfield
Neg Dec-SUP-7131-Eighth Ave-Storage Shed**

WHEREAS, the Town Board of the Town of Westfield is considering the application of Steven P. Stiglmeier for a Special Use Permit allowing him to construct a 14' x 16' storage shed at 7131 Eighth Avenue, which is designated as tax map Section 208.10, Block 4, Lot 14, 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 Steven P. Stiglmeier.

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

**Resolution No.19 of 2022
Town of Westfield
Issuance of SUP-7131-Eighth Ave-Storage Shed**

Action of the Board:

To consider the application of Steven P. Stiglmeier for a Special Use Permit to construct a 14' x 16' storage shed at 7131 Eighth Avenue, which is designated as tax map Section 208.10, Block 4, Lot 14, and

WHEREAS, Steven P. Stiglmeier (hereinafter, the "Applicant") submitted an application pursuant to Section 185-19(D)(10) of the Town of Westfield Zoning Code requesting a Special Use Permit allowing him to construct a 14' x 16' storage shed at 7131 Eighth Avenue (Shorehaven), which is designated as tax map Section 208.10, Block 4, Lot 14, 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 February 9, 2022 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 March 2, 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 March 1, 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.

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.20 of 2022
Town of Westfield
AUTHORIZING SUPERVISOR TO ENTER INTO
AGREEMENT WITH CLARK PATTERSON LEE REGARDING
EAST ROUTE 5 WATER BENEFIT DISTRICT NO. 2 PROJECT**

WHEREAS, the Town of Westfield has formed a benefit district and is about to go to bid on a project to install approximately 23,100 linear feet of water distribution lines along Route 5, from the current terminus of the line to the municipal border with the Town of Portland (hereinafter the “Project”), and

WHEREAS, Clark Patterson Lee has assisted the Town with the preliminary design and obtaining a grant for the Project and has now submitted a proposal for the engineering services required to complete the Project;

NOW, THEREFORE, be it resolved by the Town Board of the Town of Westfield, in regular session duly convened, that Supervisor be and she hereby is authorized to enter into an agreement with Clark Patterson Lee for engineering services for the Project.

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;

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

**Resolution No.21 of 2022
Town of Westfield
Appoint Recreation Committee Members**

BE IT RESOLVED, the Town Board of the Town of Westfield hereby appoints Michele Shields to the Town Recreation Committee for a 3-year term. Term ends January of 2025.

BE IT RESOLVED, The Town Board of the Town of Westfield hereby appoints Wade Dellow to the Town Recreation Committee. Term ends January of 2023.

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 Jim Herbert offered the following resolution and moved for its adoption

**Resolution No.22 of 2022
Town of Westfield
Re-Appoint Phil Baideme to the Board of Assessment Review Board**

BE IT RESOLVED, the Town Board of the Town of Westfield hereby re-appoints Phil Baideme to the Board of Assessment Review Board for the term of October 1, 2021-September 30, 2026.

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;

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

Subject:	Budget Revision #10 for Budget Year 2021		
Revision Description		Decrease	Increase
To move \$87.00 from B Safety Inspection - Contractual account to B Safety Inspection - Clerk Pers Serv Account. Safety Inspection Clerk worked more than what was budgeted.		Expenditures	Expenditures
Budget Journal			
B Fund (General - Part Town Fund)			
B 3620.400	Safety Inspection - Contractual DR	87.00	
B 3620.110	Safety Inspection - Clerk Pers Serv		87.00
Total B Fund		87.00	87.00

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

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

Subject:	Budget Revision #3 for Budget Year 2022		
Revision Description		Decrease	Increase
To move \$300 from fund balance to cover the remainder of the years electric bills for Shorehaven Meter Pit		Expenditures	Expenditures
Did not budget enough. Electric bills have gone up the average amount in 2021 was \$5.46 now the electric bills are running \$25 to \$26 per month.			
Budget Journal			
A Fund (General Fund - Townwide)			
SW3 599	Appropriated Fund Balance DR	300.00	
SW3 8389.400	Other - Operations & Maintenance CR		300.00
Total SW3 Fund		300.00	300.00
Revision Description		Decrease	Increase
To move \$121.98 from fund balance to pay Add Lumber Invoice 214744 for \$121.98		Expenditures	Expenditures
Purchased Urethane to put on the picnic tables for The Welch Trail			
Budget Journal			
A Fund (General Fund - Townwide)			
A 599	Appropriated Fund Balance DR	121.98	
A 7180.410	Parks & Recreation Contractual Welch Trail CR		121.98
Total A Fund		121.98	121.98
Revision Description		Decrease	Increase
To move \$100.00 from fund balance to pay Seachrist Law Offices 2885 for \$100.00		Expenditures	Expenditures
This other water, contr expense account has been set up to record Route 5 Water District #2 expenses until the H capital project fund is established and funded.			
Budget Journal			
A Fund (General Fund - Townwide)			
A 599	Appropriated Fund Balance DR	100.00	
A 8389.400	Parks & Recreation Contractual Welch Trail CR		100.00
Total A Fund		100.00	100.00

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

Supervisor Bills moved and Councilman David Brown seconded a motion to audit the bills

Warrants dated March 2, 2022 (voucher #'s 80-135) in the amount of \$63,161.31 were drawn on the following funds:

General Fund	\$32,620.92
General- Part Town Fund	\$ 1,297.01
Highway-Town	\$26,051.25
Highway Part Town	\$ 3,134.67
Forest Park Sewer	\$31.69
North Town Water -Shorehaven	\$25.77

Warrants dated March 2, 2022 (voucher #'s 5-9) in the amount of \$9,281.92 were drawn on the following funds:

Welch Bldg.	\$9,281.92
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There being no further business, at 8:45pm Supervisor Martha Bills moved and Councilman David Brown seconded a motion to move to executive session to discuss current litigations and sale of real property. Unanimously carried.

At 9:35pm Supervisor Martha Bills moved and Councilman David Brown seconded a motion to return to regular session. Unanimously carried.

No action was taken.

There being no further business at 9:35pm Supervisor Martha Bills moved and Councilman David Spann seconded a motion to adjourn. Unanimously carried.

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