

TOWN BOARD MEETING

Town of Westfield

September 14, 2022

The regular meeting of the Town Board of the Town of Westfield was called to order at 7:30pm in Eason Hall, 23 Elm Street, Westfield, NY, with the following members:

Supervisor:	Martha R. Bills	Guest:	William Bauer
Councilmen:	David Brown		Marybelle Beigh-Historian
	David Spann		Xander Teeter-Student
	James Herbert		Joanna Teeter-Parent of Student
	Will Northrop		

Highway Superintendent: David Babcock
Code Officer/Assessor: Bonnie Rae Strickland

Pledge of Allegiance

Councilman James Herbert made the motion to waive the reading of the August 3, 2022 Town Board meeting minutes inasmuch as all members received a copy thereof and the minutes be accepted. Councilman Will Northrop seconded the motion. The motion was carried unanimously.

Reports:

Supervisor’s August 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. The Supervisor’s preparing the tentative 2023 budget options and items for discussion at the budget workshop.

The Town Clerk’s report together with a check in the amount of \$10,819.46 representing fees for the month of August 2022 is turned over to the Supervisor. A check for \$292.50 representing fees for the month of August to NYS Department of Health, Marriage Licenses, and a check in the amount of \$84.00 will be turned over to NYS Department of Agriculture and Markets and NYS Decals in the amount of \$2,763.84 will be withdrawn on the 13th.

- Effective November 1, 2022, the sale of transfer station punch cards will no longer be sold at the transfer station. Flyers will be disbursed. Add Lumber, Tops Market and the Town Clerk’s office will sell Town transfer station punch cards. The transfer station attendant will only focus on punching the tickets at the transfer station and assisting the community with their trash and no longer sell punch tickets, unanimously carried by the town board.

The Dog Warden’s report was not received.

The Town Historian report for the month of August 2022 was received and placed on file.

Westfield Fire Department report for the month of July 2022 was received and placed on file.

- 150year anniversary celebration was held on September 10th at the Westfield fire Department.

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

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

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Highway:

Highway Superintendent's August report has been received and accepted.

- Discussed shared equipment agreement for a roller with neighboring towns.

Code Enforcement:

The Code Enforcement Officer submitted a written report for August 2022 has been received and accepted.

- Three Special Use Permits have been received and referred to the Town Planning Board. The Town Planning Board will meet Thursday September 29th at 3:30pm.
- The Code Officer asked the Town Board to ask the Town Planning Board to review Chapter 185-19 zoning permitted principal uses and structures regarding sheds on properties that have a principal structure. Councilman David Brown made a motion to have the Planning Board review chapter 185-19 and Councilman David Spann second the motion and it carried unanimously.

Barcelona Harbor:

- Friday September 16th is the last day of ticket sales at the harbor.
- Councilman David Spann made a motion and Councilman James Herbert seconded and carried unanimously to accept the replacement estimate as proposed from Eaglezip for a new camera for the harbor.
- Councilman David Spann gave an overview of a potential Launch Ramp Floating Dock. The floating dock will have three sections. It will be an extension to the existing dock. An estimate was received from Jack's welding with an estimated cost of \$12,250.00 per dock estimating for all three docks \$36,750.00. He also discussed a handicap boat launch, a grant would be submitted if interested.

Public Comment:

- No comments

Announcements:

- School Tax Collection started September 6, 2022. Collection will be accepted at the Town Tax Collectors window Monday-Friday from 8:00am-1:00pm.
- Last First Friday will be held on October 7th it will be a Halloween themed night for the kids.
- Westfield Historical Cemetery Tour will be held September 23 and 24

Project Updates:

- Received copy of plans for the Route 5 East Lake Road Water Project No.2 from the engineer. Continuing to work on the water purchase agreement and easements.
- The Welch Trail is ready is being used, working on signage for the trail, benches have been ordered and the Highway Superintendent is working with Southern Tier West regarding the mapping of the trail.
- The sale of the Welch Building is moving along, continuing to work on agreements for the parking lot.

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New Business:

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

Resolution No. 53 of 2022

**TOWN OF WESTFIELD, NEW YORK
RESOLUTION OF THE TOWN BOARD
Set Budget Workshop Date and Time**

RESOLVED, the Town Board of the Town of Westfield set a budget workshop date and time of Wednesday, September 21, 2022 at 4:00pm to discuss the 2023 tentative budget.

This was seconded by Councilman James Herbert. 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. 54 of 2022

**TOWN OF WESTFIELD, NEW YORK
RESOLUTION OF THE TOWN BOARD
Accept Deputy Court Clerk Resignation Letter**

BE IT RESOLVED, the Town Board of the Town of Westfield regrettfully accepts the resignation of Deputy Court Clerk, Kim Stahley.

This was seconded by Councilman Will Northrop. 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. 55 of 2022

**TOWN OF WESTFIELD, NEW YORK
RESOLUTION OF THE TOWN BOARD
Sunnking Recycling Agreement**

BE IT RESOLVED, the Town Board of the Town of Westfield authorizes the Town Supervisor to sign the Collection Site Recycling Service Agreement with Sunnking.

This was seconded by Councilman David Spann. 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. 56 of 2022
TOWN OF WESTFIELD, NEW YORK
RESOLUTION OF THE TOWN BOARD
Appoint Transfer Station Attendant**

BE IT RESOLVED, the Town Board of the Town of Westfield hereby appoints Barbara Johnson as a Transfer Station Attendant to fill in when necessary.

This was seconded by Councilman Will Northrop. 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 Spann offered the following resolution and moved for its adoption

Subject:	Budget Revision #9 for Budget Year 2022		
Revision Description		Decrease	Increase
To move \$1,948.60 from fund balance to cover the expenditures for September.		Expenditures	Expenditures
The expenditures have exceeded what was budgeted in the 2022 budget for building expenditures for the Welch Building			
Budget Journal			
CM2 Fund (Welch Building)			
CM2 599	Appropriated Fund Balance DR	1,948.60	
CM2 1620.420	Building Expenditure Welch CR		1,948.60
Total CM2 Fund		1,948.60	1,948.60
Revision Description		Decrease	Increase
To move \$6,750.00 from fund balance to pay Knight Vineyards, LLC Invoice 137 for \$500.00.		Expenditures	Expenditures
2 Week Rental Dump Trailer Plus Jack's Welding Service, Inc Invoice 12508 for 50% of Material cost for 5 benches for \$6,250.00			
Budget Journal			
A Fund (General Fund - Townwide)			
A 599	Appropriated Fund Balance DR	6,750.00	
A 7180.410	Parks & Recreation Contractual Welch Trail CR		6,750.00
Total A Fund		6,750.00	6,750.00
Revision Description		Decrease	Increase
To move \$46,537.50 from fund balance to pay Clark Patterson Lee Architecture & Engineering Planning Invoice 83769 for \$35,587.50 & Invoice 84733 for \$10,950.00. 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.		Expenditures	Expenditures
Budget Journal			
A Fund (General Fund - Townwide)			
A 599	Appropriated Fund Balance DR	46,537.50	
A 8389.400	Other Water, Contr Expend-Route 5 Water District 2		46,537.50
Total A Fund		46,537.50	46,537.50

This was seconded by Councilman David Brown. 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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At 8:45pm Supervisor Bills moved and Councilman David Brown seconded a motion to audit the bills.

Warrants dated September 14, 2022 (voucher #'s 455-531) in the amount of \$295,905.43 were drawn on the following funds:

General	\$ 80,223.04
General Part-Town	\$ 10.94
Highway	\$ 16,662.22
Highway Part-Town	\$ 198,975.23
Forest Park Sewer	\$ 31.27
North Town Water-Shorehaven	\$ 2.73

Warrants dated September 14, 2022 (voucher #'s 468-469-470-495-496-501-502-) in the amount of \$1302.14 were drawn on the following funds: Prepaid voucher amount.

General	\$ 1,228.71
General Part-Town	\$ 33.28
Forest Park Sewer	\$ 37.33
North Town Water-Shorehaven	\$ 2.82

Warrants dated September 14, 2022 (voucher #'s 37-42) in the amount of \$1,948.60 were drawn on the following funds:

Welch Building	\$1,948.60
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These were presented and audited by the board members. Supervisor Martha Bills moved and Councilman David Brown seconded a motion that the Supervisor be directed to draw the necessary checks to cover the warrant as audited. Voting was as follows: Supervisor Martha Bills, aye; Councilman, David Brown, aye; Councilman James Herbert, aye; Councilman David Spann, aye; Councilman Will 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