

TOWN BOARD MEETING
Town of Westfield
July 12, 2023

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:	Marybelle Beigh-Historian
Councilmember:	David Brown		Thomas Herr
	David Spann		Gail Gray
	James Herbert		Kathy Archer
	Will Northrop		

Highway Supervisor: David Babcock
Code Officer/Assessor: Bonnie Rae Strickland
Town Clerk: Andrea L. Babcock

Pledge of Allegiance

Councilman David Brown made the motion to waive the reading of the June 7, 2023, minutes and June 26th, 2023 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:

The supervisor's June 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.

- Supervisor Bills asked the Town board to allocate the American Rescue Plan Act remaining funds of \$8,582.64 for the dredging project. Councilmember David Spann made the motion to allocate the funds for the dredging project, seconded by Councilmember James Herbert and was carried unanimously.

The Town Clerk's report together with a check in the amount of \$9511.22 totaling representing fees for the month of June 2023 is turned over to the Supervisor. A check for \$67.50 representing fees for the month of June to NYS Department of Health, Marriage Licenses and a check in the amount of \$82.00 will be turned over to NYS Department of Agriculture and Markets and NYS Decals in the amount of \$75.58 will be withdrawn on the 13th.

The Dog Warden's report was not received.

- The dog control vehicle is not in service at this time. It needs a new tie rod. The police department will be on call. The Village and the Town are discussing a different vehicle for the dog control officer.

The Town Historian report for the month of June 2023 was received and placed on file in the Town Clerks office.

Westfield Fire Department report was not received.

The Town Court report for June 2023 was received and placed on file in the Town Clerks office.

The WPD report for June 2023 was received and placed on file in the Town Clerks office.

Highway:

Highway Superintendent's June report was received and placed on file in the Town Clerks office.

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Code Enforcement:

The Code Enforcement Officer's report for June 2023 was received and placed on file in the Town Clerk's Office.

- Code Officer Strickland received a special use permit application for a 12 x 20 storage shed. Supervisor Bills made a motion to set a public hearing for Wednesday, August 2, 2023, at 7:25pm, seconded by Councilmember Will Northrop and carried unanimously.
- Councilmember Will Northrop made a motion to authorize Code Officer Strickland to attend the annual CEO Conference September 13-15, 2023 in Celeron New York. Seconded by Councilmember David Brown and carried unanimously.

Assessor:

- Assess value increased in 2023.
- The Assessors final assessment roll was submitted to the County by July 1st.

Barcelona Harbor:

- The Army Corp and contracted dredger have completed the dredging project.
- The community is enjoying the harbor and the new floating docks.

Public Comment:

- Access to the gorge on Taylor Road was discussed. A property owner gave an overview of his property. The public is accessing his property to access the gorge trail. The property owner is seeking guidance on how to control the traffic, signage, gates, patrolling, and protecting the watershed. The property owner will also discuss this further with the Village as it is the Village watershed.

Announcements:

- Farmers Market Saturdays in Moore Park.
- Antique show will be held Saturday July 15th and Sunday July 16th at Eason Hall.
- Westfield Arts & Crafts festival will be held Friday July 28th and Saturday July 29th in Moore Park.

Project Updates:

- Engineers are still working on the plans and gathering easement agreements for the Route 5 East Lake Road Water Project No.2 project. Letters of support are being received from property owners regarding the project.
- Continuing to work on the Welch Trail. A request for proposal has been received for prefabricated modular stairs and platforms to connect a trailhead for the Welch Trail to North Portage Street in downtown Westfield.
- Supervisor Bills is continuing to work on the Barcelona Gateway project with Westfield Development Director Donald McCord.

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New Business:

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

Resolution No.41 of 2023

Town of Westfield

Certified Resolution for Submission of Office of Planning Development, and Community Infrastructure (OPDCI) Smart Growth Community Planning and Zoning Grant-

WHEREAS, the Town of Westfield intends to participate and be a co-sponsor for grant funding with the Village of Westfield to update an outdated Westfield Comprehensive Plan; and

WHEREAS, the Town will partner with the Village of Westfield to update the outdated townwide plan that includes the Village of Westfield,

WHEREAS, funds for the program will be requested from the New York State Department of State,

WHEREAS, the total project cost request is \$125,000 with a 10% local share to be committed to by the Town and Village

WHEREAS, if awarded the Town will commit up to \$6,250 toward the local share of the grant,

Therefore;

BE IT RESOLVED, that, as Supervisor, Martha R. Bills, is hereby authorized and directed to submit a letter of support for the Village to apply for funds from the New York State Consolidated Funding process for the Westfield Comprehensive Plan Update through the Smart Growth Community Planning and Zoning Grant and upon approval of said request to enter into and execute a memorandum of understanding with the Village of Westfield, and, if appropriate, take actions necessary to implement the proposed Program/grant upon approval from the State.

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

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

**Resolution No.42 of 2023
Town of Westfield
Old Catholic Cemetery Access**

BE IT RESOLVED, the Town Board of the Town of Westfield hereby authorizes the Town Highway Superintendent to assist the St James Roman Catholic Cemetery Association with improving the access to their cemetery located off Union Street extension.

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

Councilmember David Brown offered the following budget revision and moved for its adoption

Subject: Budget Revision #7 for Budget Year 2023

Revision Description	Decrease	Increase
To move \$4,727.85 from A fund balance A 599 to pay CPL Invoice 90877 for \$ 1,368.75 and CPL Invoice 91602 for \$2,737.50 and Municipal Soli Invoice 19407 for \$621.60. This Other Water, Contr Expense Account A8389.400 Other Water, Contr Expend-Route 5 Water District 2 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	4,727.85	
A 8389.400 Other Water, Contr Expend-Route 5 Water District 2 CR		4,727.85
Total A Fund	4,727.85	4,727.85
Revision Description	Decrease	Increase
To move \$19,492.00 of ARPA Funds Account A 4089 Federal Aid - Other to A 7180.200 to Parks & Recreation - Equipment To pay Jack's Welding Service, Inc Invoice 15249 for all labor to fabricate and install docks for \$11,465.00 & Jamestown Macadam, Inc Invoice 83635 for 2 12" T-Walls for \$1,552.00 & Geo. Gradel Co Invoice 00051038 for T-Wall Placement for \$6,475.00	Expenditures	Expenditures
Budget Journal		
A Fund (General Fund - Townwide)		
A 4089 Federal Aid - Other DR	19,492.00	
A 7180.200 Parks & Recreation - Equipment CR		19,492.00
Total A Fund	19,492.00	19,492.00
Revision Description	Decrease	Increase
To move \$8,582.64 of ARPA Funds Account A 4089 Federal Aid - Other to A 7180.400 to Parks & Recreation - Contractual Expense To pay a portion of the Geo. Gradel Co. Invoice 00051038 for Dredging. Total Cost of Dredging \$77,400.00.	Expenditures	Expenditures
Budget Journal		
A Fund (General Fund - Townwide)		
A 4089 Federal Aid - Other DR	8,582.64	
A 7180.400 Parks & Recreation - Contractual CR		8,582.64
Total A Fund	8,582.64	8,582.64
Revision Description	Decrease	Increase
To move \$43,079.69 of the Special Reserves - Harbor Dredging A511 to A 7180.400 Parks & Recreation - Contractual Expense To pay a portion of the Geo. Gradel Co. Invoice 00051038 for Dredging. Total Cost of Dredging \$77,400.00.	Expenditures	Expenditures
Budget Journal		
A Fund (General Fund - Townwide)		
A 511 Appropriated Reserves DR	43,079.69	
A 7180.400 Parks & Recreation - Contraucal Expense CR		43,079.69
Total A Fund	43,079.69	43,079.69
Revision Description	Decrease	Increase
To move \$25,737.67 from A fund balance A 599 to A7180.400 Parks & Recreation - Contractual Expense to pay a portion of the Geo. Gradel Co. Invoice 00051038 for Dredging. Total Cost of Dredging \$77,400.00.	Expenditures	Expenditures
Budget Journal		
A Fund (General Fund - Townwide)		
A 599 Appropriated Fund Balance DR	25,737.67	
A 7180.400 Parks & Recreation - Contraucal Expense CR		25,737.67
Total A Fund	25,737.67	25,737.67

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

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At 8:25pm Supervisor Bills moved and Councilmember David Brown seconded a motion to audit the bills.

Warrants dated July 12, 2023 (voucher #'s 322-325-(prepaid) and 326-382) in the amount of \$265,945.25 were drawn on the following funds:

General	\$ 123,404.07
General	325.12
General Part-Town	\$ 452.88
Highway	\$ 6,250.54
Highway Part-Town	\$ 135,489.37
Forest Park Sewer	\$ 20.49
North Town Water-Shorehaven	\$ 2.78

These were presented and audited by the board members. Supervisor Martha Bills moved and Councilmember 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; Councilmember, David Brown, aye; Councilmember David Spann, aye; Councilmember James Herbert, aye, Councilmember Will Northrop, aye.

At 8:40pm Supervisor Martha Bills moved and Councilperson David Brown seconded a motion to move to executive session to discuss potential litigation. Unanimously carried.

At 8:50pm Supervisor Martha Bills moved and Councilperson David Spann seconded a motion to return to regular session. Unanimously carried.

There being no further business at 8:50pm Supervisor Martha Bills moved and Councilmember David Brown seconded a motion to adjourn. Unanimously carried.

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