

**VILLAGE BOARD OF TRUSTEES
MEETING
NOVEMBER 17, 2025**

Mayor Dennis Lutes presiding

MEMBERS: Judy Einach, Johanna Kelley, Katherine Bronstein, Lynlee Cunningham

OTHERS: Rebecca Betts-Paternosh, Ed LeBarron, Rob Genthner, Andrew Thompson, Andrew Webster, Don McCord, David Walker, Jake Alonge, Pete Holt, Hanna Crossley, Tom Herr, Ed & Ann Kneer, Sandra Brown, David Brown, Gail Gray, Joshua Freifeld, Adam Duckett

EXCUSED: Vince Luce, Becky Jackson

MAYOR

PUBLIC HEARING CDBG

7:00 p.m. - The Mayor opened the Public Hearing for receiving comments in regard to the Village's current CDBG Project by introducing Josh Freifeld who presented Grant Writer Administrator; Hanna Crossley, for the CDBG Project. They both spoke regarding the Project.

HEMLOCK TREE INSPECTION

Tree Board Chairman, Pete Holt reported the results of the inspection of the Hemlock Trees in Moore Park and requested authorization for treatment in the amount of \$1,450 plus \$200 for the inspection fee, which was approved on a motion by Trustee Einach, seconded by Trustee Kelley and was carried unanimously.

ACCEPTANCE OF DONATION OF PAINTING

The board made a motion by Trustee Bronstein, seconded by Trustee Einach and was carried unanimously to approve for a painting of the Barcelona Lighthouse done by artist Richard Sigafos which Jack Beckman is donating in his will. The painting will be displayed in either the North Room of the Eason Hall or in the hallway, preferably in the North Room.

EASON HALL SOUTH DRIVEWAY LANE

The board made a motion by Trustee Cunningham, seconded by Trustee Bronstein and was carried unanimously to designate the Eason Hall Driveway Lane on the south side of the building as an Emergency Service/Fire Lane.

CLOSE THE HEARING

There being no comments regarding the Hearing; the CDBG Public Hearing was closed on a motion by Trustee Kelley, seconded by Trustee Cuningham and was carried unanimously.

POLICE DEPARTMENT

MONTHLY REPORT

Police Chief Wozneak gave a monthly report for the Police Department noting that 74% of the calls happened in the Village, 23% in the Town. Others were responding to Ripley, Portland and Sherman.

REQUEST TO PURCHASE FIREARMS

The board made a motion by Trustee Bronstein, seconded by Trustee Einach and was carried unanimously to approve for officers that have separated on good terms, to purchase their duty issued firearm upon departure from the department. The officers would pay the same amount it would cost the PD to purchase a new firearm to replace the one they have been issued

FIRE DEPARTMENT

MONTHLY REPORT

Fire Chief Belcher read the Monthly Report.

He was requested by the membership to contact and hire a Fire Attorney to review the by-laws and rules it had never been done to his knowledge and it needs to be updated.

ZONING

The Mayor read the Zoning Report for October 2025.

CODE ENFORCEMENT

The Mayor read the Code Report for October 2025.

HISTORIAN

The Historian report was submitted.

RECREATION DEPARTMENT

Recreation Director Andrew Webster read his monthly report.

POOL GRANT

Andrew reported there had been some issues with the demolition of the Pool House as part of the Pool Grant requires more specialized Asbestos Contractors. We are in the process of finalizing that assistance so we can go ahead and complete the demo in-house. The plan is to go out to bid in December with the bid opening in January to hopefully begin by the end of March constructing the new building.

Andrew reported that skating will be held every other week beginning December 19th. Times are 5:30 – 7:30 through 4th Grade; 7:30-9:30 5th and up.

RECREATION TRAVEL

Andrew was commended for the Recreation Department bus trips to various areas being quite successful and has done well with getting residents involved as well as out of town folks.

ELECTRIC DEPARTMENT

APPROVE DOT UNDERTAKING RESOLUTION

Andrew Thompson reported that we must apply annually with the Department of Transportation Permit which allows us to work on water, sewer, electric utilities that are within the DOT right-of-way on state highways. They request the Board approve an Undertaking Resolution which states we will follow all DOT regulations when we are working on State highways that we'll maintain insurance, and we will restore the site to the condition it was in before we started, etc.

The board made a motion to approve the following Resolution on a motion made by Trustee Bronstein, seconded by Trustee Einach and was carried unanimously.

RESOLUTION #11-2025

UNDERTAKING

For the benefit of the New York State Department of Transportation

WHEREAS, the undersigned Village of Westfield hereinafter referred to as "Permittee" from time to time receives permits from the New York State Department of Transportation (hereinafter referred to as the "NYSDOT") and otherwise conducts activities and operations upon highways and/or within right-of-way controlled by the State of New York for such purposes as the obstruction, installation, construction, maintenance and/or operation of facilities; and **WHEREAS**, Permittee's access and operation upon state right-of-way is conditioned upon compliance with Highway Law Sections 52, 103, 203 and/or 234, including the conditions that Permittee assume all responsibility for (a) the temporary control of all modes of traffic (including motorized and non-motorized travel) affected by Permittee's operations, (b) complete restoration of state facilities to their condition prior to permitted use or activity, and (c) all claims, damages, losses and expenses,

NOW, THEREFORE, in relation to all operations and/or actions undertaken within state right-of-way, Permittee hereby agrees to the following terms and conditions:

- 1. Permit Applications.** Excepting only activities undertaken to protect public safety because of emergency conditions or incidents, Permittee shall provide timely written notice to NYSDOT of operations or activities affecting state right-of-way. Under normal circumstances, a minimum of five business days' notice shall be provided. Notification of emergency activities shall be provided to NYSDOT as soon as practicable after the activity. The Permittee shall apply for project-specific permits for activities not allowed under any existing annual permit. Such application shall identify proposed project locations, desired dates/hours, proposed work/activities, traffic control, and site restoration
- 2. Applicable Rules, Regulations & Conditions.** Permittee shall comply with all of the laws, rules and regulations applicable to construction, maintenance activities and operations and shall further comply with such terms and conditions that may be imposed by NYSDOT in connection with permitted activity or operations. Temporary Traffic Control, highway safety appurtenances, and restoration of state facilities shall be completed in accordance with NYSDOT regulations and standards.
- 3. Site Restoration.** Permittee shall, at its own expense, promptly complete the work allowed under each permit and, within a reasonable time, restore State property damaged by

its work/activities to substantially the same or equivalent condition as existed before such work was begun as determined by the Commissioner or his/her designee. In the event the Permittee fails to so restore damaged State property within what the Commissioner deems to be a reasonable time, the Commissioner, after giving written notice to the Permittee, may restore the property to substantially the same or equivalent condition as existed before the Permittee's work/activities, in which case, Permittee agrees to reimburse expenses in connection therewith

4. Payment Release of Liens. Permittee shall be responsible for the payment of all costs and materials relating to its work in the public right-of-way and agrees to defend and save harmless NYSDOT against any and all lien claims made by persons supplying services or materials to Permittee in connection with Permittee's work.

5. Indemnity. In addition to the protection afforded to NYSDOT under any available insurance, NYSDOT shall not be liable for any damage or injury to the Permittee, its agents, employees, or to any other person, or to any property, occurring on the site or in any way associated with Permittee's activities or operations, whether undertaken by Permittee's own forces or by contractors or other agents working on Permittee's behalf. To the fullest extent permitted by law, the Permittee agrees to defend, indemnify and hold harmless the State of New York, NYSDOT, and their agents from and against all claims, damages, losses and expenses, including but not limited to, claims for personal injuries, property damage, wrongful death, and/or environmental claims and attorney fees arising out of any such claim, that are in any way associated with the Permittee's, activities or operations under any and all permits issued using this Undertaking. FURTHERMORE, Permittee hereby warrants that the obligations of this Undertaking are backed by the full faith and credit of Permittee. Permittee may insure or bond any of the obligations set forth herein, or may rely upon self-insurance, budgeted funds, or funds for general operations.

This Undertaking shall be applicable to all permitted activities and operations undertaken after the date of execution and work initiated while this Undertaking is in effect. This Undertaking may be revoked by the Permittee or rejected by NYSDOT upon thirty days written notice but will continue to apply to all permitted activities/operations that were permitted by virtue of this Undertaking. Unless terminated for the purpose of future activities/operations, this Undertaking shall have a term of twenty (20) years and shall be kept on file to facilitate the issuance of future permits to which it will apply.

IN WITNESS WHEREOF, Village of Westfield agrees to the terms of this Undertaking and has caused its execution by the authorized officer or employee.

APPROVE ANNUAL TREE REMOVAL AND UTILITY LINE CLEARANCE BID

The Board made a motion by Trustee Kelley, seconded by Trustee Bronstein and was carried unanimously to approve actual figures that are highlighted in yellow for the Tree Removal and Utility line clearance bid.

The bidders were as follows: M2 Tree Service, Nelson, O'Connell, Tree Care and Bentley Tree Service. (See Attached)

AWARD BID-RELAY PANELS FOR BOURNE ST. SUBSTATION TRANSFORMER REPLACEMENT

The board made a motion by Trustee Einach, seconded by Trustee Kelley and was carried unanimously to award the bid for Relay Panels for Bourne St. Substation Transformer Replacement Project to Keystone Electrical Manufacturing in the amount of \$75,540.16.

It was noted that Electric Power Products quote did not include everything. The other bid received from Switchgear Power Systems was in the amount of \$104,470.00

REQUEST EXECUTIVE SESSION/PERSONNEL

PUBLIC WORKS

VACATION CARRYOVER

Ed requests to carryover ten days of accrued unused vacation time effective November 18th, 2025.

TREASURER

WARRANTS

The following warrants were approved on a motion made by Trustee Cunningham, seconded by Trustee Bronstein and was carried unanimously.

Welch Field	#1	\$219.64
General Fund	26	81,713.41
Capt'l. Proj.	10	4,159.00
Electric	25	81,713.41
Water	27	22,728.36
Sewer	28	21,940.89
Water	30	27,407.09
Electric	27	127,887.92
Sewer	30	71,063.36
General	29	111,505.46

REVENUE & EXPENSE REPORTS

The Board made a motion by Trustee Einach, seconded by Trustee Cunningham and was carried unanimously to approve the Revenue & Expense reports.

UNPAID WATER BILLS TO ADD TO THE TOWN TAX LEVY

The board made a motion by Trustee Bronstein, seconded by Trustee Kelley and was carried unanimously to approve adding the following amounts to the Town tax levy; Water \$1,199.02, Sewer \$195.00.

EXECUTIVE SESSION

The board made a motion by Trustee Einach seconded by Trustee Bronstein and was carried unanimously to enter Executive Session to discuss employment history of a particular person in the Electric department.

Following discussion, the Executive Session was ended on a motion made by Trustee Bronstein, seconded by Trustee Einach and was carried unanimously.

ACTION

The following action was taken from the Executive Session:

The board made a motion by Trustee Bronstein, seconded by Trustee Kelley and was carried unanimously to approve for Dillon Kawski to adjust his work hours by 15 minutes until June. This would change his work hours from 7-3:30 to 6:45-3:15.

There being no further business to discuss, the meeting was adjourned on a motion made by Trustee Bronstein, seconded by Trustee Einach and was carried unanimously.

VILLAGE OF WESTFIELD

PW-01-2025

BID OPENING:

Date: October 15th, 2025

Time: 11:00 AM

**TREE SERVICE
TREE REMOVAL, TRIMMING
AND STUMP GRINDING**

	CONTRACTORS				
	M2 Tree Service	Nelson	O'Connell	Tree Care	Bentley
Non- Collusion	✓	✓	✓	✓	✓
Bidders Affidavit	✓	✓	✓	✓	✓

TREE TRIMMING					
SECTION 1		33,354.00	107,542.13	31,800.00	16,120.00
SECTION 2		19,273.00	53,771.80	18,550.00	12,690.00
SECTION 3		24,073.00	77,025.05	29,150.00	15,052.00
SECTION 4		37,705.00	136,597.96	53,000.00	30,190.00
TOTAL		114,855.00	374,936.88	132,500.00	74,052.00
HOUR RATE		232.09	378.28	195.00 ^{2 man}	430.00
WEEK RATE		909289.60	15,131.20	1950.00 ^{5 man} / 2,550.00	16,900.00
MONTH RATE		37,134.40	60,524.80	7800.00 / 10,200.00	68,800.00
OT / EMERG. RATE PER HOUR		313.32	537.32	3-man 355.24	735.00

TREE REMOVAL ONLY					
12" - 18"	496.00		630.00	800.00	490.00
19" - 24"	670.00		1373.00	1600.00	670.00
25" - 30"	950.00		5722.00	2400.00	950.00
31" - 36"	1120.00		"	3000.00	1120.00
37" & OVER	2500.00		"	3750.00	1920.00

TREE REMOVAL W/ STUMPS					
12" - 18"	605.00			1000.00	600.00
19" - 24"	815.00			1850.00	815.00
25" - 30"	1050.00			2750.00	1050.00
31" - 36"	1380.00			3,400.00	1380.00
37" & OVER	2800.00			4,000.00	2390.00

STUMPS REMOVAL ONLY	200.00			250.00	198.00
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Melissa Mansfield

Paul Dyer

Eric Schmitt