

TOWN BOARD MEETING  
Town of Westfield  
January 11<sup>th</sup>, 2017

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

Supervisor:	Martha R. Bills	David Babcock	Marian Eno	David Cochran
Councilmen:	David Spann	Bonnie Rae Strickland	William Bauer	Theresa Cochran
	Raymond Schuster	Marybelle Beigh	David Walker	Tonja Dodd
	Jim Herbert	Nancy Walker	Ed Kneer	Jonathon Mayr
		Justina Lindemuth		Cheyenne Lindemuth

**Pledge of Allegiance**

Jonathon Mayr, from Southern Tier West Regional Planning and Development Board was present to present a program overview of Clean Energy programs that are offered from NYSERDA (New York State Energy Research and Development Authority). The Clean Energy Communities program provides grants, direct technical support to communities, and recognition to local governments that demonstrate leadership in the area of clean energy.

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***Councilman Raymond Schuster made the motion to waive the reading of the December 7<sup>th</sup> Town Board Meeting and December 15<sup>th</sup> 2016 Special 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.***

The Supervisor's report is as of November 2016 follows:

<u>Fund</u>	<u>Revenues</u>	<u>Expenditures</u>	<u>Checking Balance</u>	<u>MM Balance</u>
Gen. A	\$659,070.86	\$558,782.00	\$16,118.41	830,765.43
Gen B	76,937.25	79,560.97	75.18	58,172.19
Hwy DA	376,259.11	411,820.57	385.59	394,112.07
Hwy DB	288,570.66	409,926.63	737.64	104,781.57
FP SS1	23,629.96	24,160.94	-0-	3,722.47
FP SW1	15,624.07	16,777.07	-0-	43,977.44
EWSW2	72.10	-0-	-0-	53,530.63
SHSW3	5.23	54.29	-0-	3,856.86
ER20SW4	1,959.14	-0-	-0-	6,783.13
BSW5	50,963.87	41,391.74	-0-	19,636.36
Wfd. Fire	54,073.64	-0-	-0-	54,672.55
Sherm. Fire	9,860.06	9,788.27	-0-	180.03
Totals:	\$1,557,025.95	\$1,552,262.48	\$17,316.82	\$1,574,190.73

The Town Clerk's report together with a check in the amount of \$3178.75 representing fees for the month of December 2016 was turned over to the Supervisor. State and County agencies received checks totaling \$178.25.

- NCCR (Northern Chautauqua Canine Rescue) is looking for the Town of Westfield to co-sponsor a Rabies Clinic, at the Town Barn on Chestnut St. on Saturday May 13<sup>th</sup> 2017.

The Dog Warden's report for December 2016 was received and placed on file.

The Fire Department Report for December 2016 was received and placed on file.

The Historian's report for December 2016 was received and placed on file

The Town Court report for December 2016 were received and placed on file.

The Westfield Police Department Report for December 2016 was received and placed on file.

**Highway:**

- The Town Highway Superintendent discussed current projects, working on picnic tables for the Pier, plowing and sanding roads and fuel and gas usages.
- The Town of Westfield Highway Department 2016 jobs completed report for the Town of Westfield was received and placed on file.

**Code Enforcement:**

- The Code Enforcement Officer submitted a written report for December 2016 highlighting that 2 permits were issued in the Town.
- December was a good month to catch up, organize and plan for year end and upcoming year.
- Listening to the public with concerns and complaints.

**Barcelona Harbor:**

- Pier operations are closed for the season

**Public Comments:**

- North Gale residents asked about the status of Bentley Tree Care and the commercial manufacturing district.
- Marian Eno questioned the potential progress of East Lake Rd, Barcelona water project.

**Supervisor Bills made the following announcements:**

- Supervisor Martha Bills made the motion to have the Annual Audit of Books on Tuesday, Jan 24, 2017 at 3:30pm. Councilman Raymond Schuster seconded the motion. The motion was carried unanimously.
- Association of Towns Annual Meeting is scheduled for February 19-22 of 2017 in NYC
- Wednesday February 1, 2017 at 6:30 pm Eric Wies, Principal Associate with Clark Patterson Lee (the Town's engineering firm) will be present to discuss the process, cost, boundaries, and timeframes to property owner's along Route 20, from the Village of Westfield to Walker Rd about the possibility of bringing municipal water to the area.
- David Spann highlighted a memo from the Lake Erie Management Commission about Solar Farms and environmental concerns.
- Formal letter from USDA committing funds for Shorehaven Water District has been received.

**Project Updates:**

- Preliminary map, plan and report have been received from engineer firm Clark Patterson Lee for East Lake Road water project.

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*Councilman Raymond Schuster offered the following resolutions 1 through 5 and moved for its adoption*

**Resolution No. 1 of 2017**  
Official Meeting Place

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

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**Resolution No. 2 of 2017**  
Salaries

“That the Town Board hereby fix the salaries of the Town employees and officials for the year 2017 as follows:”

Highway Employees	Laborers	- Minimum \$9.00 / hr
	MEO's	- Minimum \$14.00 to \$21.60 / hr
		- Maximum \$32.41 / hr
Supervisor	\$16,000 annual to be paid quarterly	
Code Enforcement	\$15,000 annual to be paid bi-weekly	
Assessor	\$47,543 annual to be paid bi-weekly	
Deputy Supervisor	\$ 2,700 annual	
Councilmen	\$ 3,000 annual	
Justice Spann	\$ 7,000 annual to be paid quarterly	
Justice LaPorte	\$ 7,000 annual to be paid annually	
Court Clerk	\$18,000 annual to be paid bi-weekly	
Town Clerk/Registrar/ Deputy Tax Collector	\$35,793 annual to be paid bi-weekly	
Bookkeeper / Deputy Town Clerk / Tax Collector/		
Deputy Registrar	\$40,132 annual to be paid bi-weekly	
Historian	\$ 1,000 annual	
Highway Superintendent	\$54, 408 annual to be paid bi-weekly	
Deputy Highway Superintendent	\$ 2,000 annual to be paid quarterly	
Utility Workers	\$ 9.00 Minimum/hr. & \$16.00 Maximum/hr	
Dog Control Officer	\$7,500 bi-weekly	
Court Clerk Assistant	\$12.00 hourly/bi-weekly	
Safety Inspections Clerk	\$12.00 hourly/bi-weekly	

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**Resolution No. 3 of 2017**  
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, and Key Bank of Westfield, 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. 4 of 2017**  
Official Newspapers

“That the *Westfield Republican* and the *Observer* newspapers be designated the official newspapers of the Town for the year 2017.”

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**Resolution No. 5 of 2017**  
2017 Annual Appointments

Andrea L. Babcock	Registrar of Vital Records / Records Management Officer / Deputy Tax Collector
Jill Fredd	Bookkeeper / Tax Collector / Deputy Town Clerk / Deputy Registrar
Bonnie Rae Strickland	Code Enforcement / Zoning Officer
Marybelle Beigh	Historian
Kimberly Stahley	Clerk to the Court
Scott Frudd	Deputy Highway Superintendent
Chuck Raynor	Dog Control Officer
Kelly Brown	Harbor Master
Lindsey Simpson	Safety Inspections Clerk
Julie Devlin	Court Clerk Assistant

Planning Board

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

Zoning Board of Appeals

Wayne Harrington (Chairman)	Abbie Cardy
Will Northrop	Linda Wolfe
Bradley Szymczak	

Town Committees

Harbor	David Spann & James Herbert
Security & Technology	David Brown
Transfer Station	Ray Schuster
Highway	Ray Schuster & David Spann
Personnel	David Brown & Ray Schuster
Website	David Brown, Mary Bivens, Martha Bills, Joel Seachrist Andrea Babcock

Fire Dept. Liaison - David Brown

Process Servers - David Haskin / Max Baker

Town Constables - Peter Kunow / Max Baker

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

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***Councilman James Herbert offered the following resolution and moved for its adoption***

**Resolution No. 6 of 2017**  
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 consistent 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.”

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

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*Councilman Raymond Schuster offered the following resolution and moved for its adoption*

**Resolution No. 7 of 2017**  
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 \$170,000 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. The oiling and stoning within the budget allotment of portions of the following roads: (Rogerville (1.36); Hardscrabble (1.5); Culver (.41); Klondike (.7); Mt Baldy (1.5). Total mileage is 5.47
2. Should the Town receive funds under the Consolidated Highway Improvement Project System (CHIPS), funds estimated in the 2017Budget (\$128,036.00) would be used towards re-blacktopping Third Street, (1000 feet) Ogden (1.5 mile),Putnam (.85 mile) Terrace street (500 feet).

**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 Spann. Voting was as follows: Supervisor Martha Bills, aye; Councilman Raymond Schuster, aye; Councilman David Spann, aye; Councilman James Herbert, aye*

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

**Resolution No. 8 of 2017**  
Appointment of Deputy Supervisor

**RESOLVED**, that Councilman David Brown is appointed as Deputy Supervisor for the Town of Westfield for the 2017 calendar year.

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

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*Councilman Raymond Schuster offered the following resolution and moved for its adoption*

**Resolution No. 9 of 2017**

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 David Spann. Voting was as follows: Supervisor Martha Bills, aye; Councilman Raymond Schuster, aye; Councilman David Spann, aye; Councilman James Herbert, aye*

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*Councilman Raymond Schuster offered the following resolution and moved for its adoption*

**Resolution No. 10 of 2017**  
Benefit District Professional Services

Authorize the Supervisor to sign an agreement with Municipal Solutions, Hodgeson and Russ and Clarke, Patterson and Lee for professional services required to prepare a funding application for a proposed water district on East Lake Road.

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

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*Councilman Raymond Schuster offered the following resolution and moved for its adoption*

**Resolution No. 11 of 2017**  
Reduction of speed limit on Titus Road

**WHEREAS**, at the request of the Chautauqua County Department of Public Facilities and the Town of Sherman, the New York State Department of Transportation (NYSDOT) has recently completed a traffic engineering investigation related to a request for a reduced speed limit on Titus Road between Route 76 and Route 430.

**WHEREAS**, based on the data collected and speed zone evaluation criteria, NYSDOT has determined that a speed limit of 45 PMH would be appropriate for this portion of Titus Road.

**Resolved**, that the Town of Westfield is in agreement with the establishment of a 45 PMH speed limit on Titus Road from Route 76 to Route 430.

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

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At 8:26pm Supervisor Bills moved and Raymond Schuster seconded a motion to audit the bills.

Informational meeting concerning the viability of public water to NYS route 20 property owners  
Wednesday, February 1, 2017 at 6:30 pm.

The next Town Board Meeting is scheduled for Wednesday, February 1, 2017 @ 7:30pm

There being no further business, at 8:57pm David Spann moved and Raymond Schuster seconded a motion to adjourn. Unanimously carried.

Respectfully submitted,  
// original signed //

Andrea L Babcock, Town Clerk