

**TOWN BOARD MEETING**

**Town of Westfield**

**August 1<sup>st</sup>, 2018**

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 and guests present:

Supervisor:	Martha R. Bills	Guest:	Don Eno
Councilmen:	David Brown		Marion Eno
	David Spann		Doug Breon
	James Herbert		Susan Breon
Absent:	Will Northrop		Marybelle Beigh, Historian

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

**Pledge of Allegiance**

*Supervisor Bills made a motion to waive the reading of the July 11<sup>th</sup>, 2018 minutes inasmuch as all members received a copy thereof and that the minutes be accepted with the amendment of the Supervisor's monthly report for March, April, May and June. The motion was seconded by Councilman David Brown and carried unanimously.*

**Reports:**

Supervisor Bills presented the monthly report on the Town's finances for the month of July. The report is always available in the Supervisors office. All Board members have received a copy of the Town's finances and is accepted as submitted.

The Town Clerk's report together with a check in the amount of \$7,834.20 representing fees for the month of July 2018 was turned over to Supervisor Bills. A check for \$225.00 representing fees for the month of July to NYS Department of Health, Marriage Licenses and a check in the amount of \$41.00 was turned over to NYS Department of Agriculture and Markets and NYS Decals in the amount of \$118.10 will be withdrawn on the 14<sup>th</sup>. A check in the amount of \$840.00 representing fees for the month of July was turned over to the Village of Westfield for Registrar of Vital Statistics fees collected.

The Dog Warden's report for July 2018 was received and placed on file.  
The Fire Department Report for July 2018 was not received.

**TOWN BOARD MEETING**  
**Town of Westfield**  
**August 1<sup>st</sup>, 2018**

The Historian's report for July 2018 was received and placed on file.  
The Town Court report for July 2018 was received and placed on file.  
The WPD report for July 2018 was received and placed on file.

**Highway:**

- Town Highway Superintendent David Babcock submitted a written report on activities for July 2018 and highlighted fuel usage, black top patching and chip seal patching. Tiling in center on Munson Road. Installing new L.E.D lights at shop and Harbor. The report has been received and placed on file.

**Code Enforcement:**

- The Code Enforcement Officer submitted a report for the month of July 2018. The report has been received and placed on file.

**Barcelona Harbor:**

- Walleye Derby is scheduled for August 3,4,5 of 2018
- Busy activity at the harbor, the public have been enjoying the harbor.
- MS Bike Route Rest Stop, Sat August 11<sup>th</sup> 2018 from 7:00am-11:00am

**Public Comment:**

- No Comment

**Announcements:**

- 'First Friday' (3August 2018) Sponsored by the Chamber of Commerce (5pm)
- Construction at the McClurg Museum is under way with a new roof.
- County 21 Chestnut St to Minton Rd will be blacktopped within the next few days, weather dependent
- Route 5, millings from State Line to Matthews Rd will take place in August.
- A representative from the Historic US Route 20 association dropped off literature for the board members to review. The Association is seeking to identify the 1926 alignments of US Highway Route 20 in the State of New York as the "Historic Route 20(New York) Scenic Byway".

**TOWN BOARD MEETING  
Town of Westfield  
August 1<sup>st</sup>, 2018**

**Old Business:**

- Route 5 Water Benefit District #1 money is allocated to the Town, not known as to when the project will start.
  - Shorehaven, final meeting with the homeowners was conducted, working on a punch list and permanent financing will be September 21, 2018.
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**New Business:**

*Councilman David Spann offered the following resolution and moved its adoption:*

**Resolution No. 62  
Town of Westfield  
Appoint Deputy Court Clerk**

**BE IT RESOLVED**, the Town Board of the Town of Westfield hereby approves the appointment of Kimberly Stahley as the Deputy Court Clerk for the Town of Westfield Justice Court for the remainder of the 2018 calendar year at a rate of \$15.00 an hour.

*The motion was seconded by Councilman David Brown. Voting was as follows: Supervisor, Martha Bills, aye; Councilman, David Brown, aye; Councilman, David Spann, aye;*

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*Councilman David Brown offered the following resolution and moved its adoption:*

**Resolution No. 63  
Town of Westfield  
Approve "Fees" for Mobile Food Vendor**

**RESOLVED**, the Town Board of the Town of Westfield does hereby establish the following fees in accordance with Chapter 113 of the Town of Westfield Code, regulating Mobile Food Vendors:

<u>Application Fee:</u>	\$100.00
<u>Annual Licensing Fee:</u>	
Seasonal (early May thru Labor Day)	\$250.00
5 Day:	95.00
3 Day:	60.00
1 day:	50.00

**TOWN BOARD MEETING**

**Town of Westfield**

**August 1<sup>st</sup>, 2018**

*The motion was seconded by Councilman David Spann. Voting was as follows: Supervisor, Martha Bills, aye; Councilman, David Brown, aye; Councilman, David Spann, aye; Councilman, James Herbert, aye;*

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*Councilman David Spann offered the following resolution and moved its adoption:*

**Resolution No. 64**

**Town of Westfield**

**Authorize the Town Clerk to purchase credit card machine**

**BE IT RESOLVED**, the Town Board of the Town of Westfield does hereby authorize the Town Clerk to purchase a credit card machine from Williamson Law Book Company to collect fees levied by the Town Clerk, with purchase shall include a card swiper (\$129.00), annual support (\$120.00), and online dog license renewal (\$100.00), totaling \$349.00, with no additional cost to the Town.

*The motion 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;*

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*Councilman David Brown offered the following resolution and moved its adoption:*

**Resolution No. 65**

**Town of Westfield**

**RESOLUTION AUTHORIZING SUPERVISOR TO  
SIGN MODIFICATION OF WATER SUPPLY AGREEMENT**

**RESOLVED**, the Supervisor is hereby authorized to sign an Addendum to the Water Supply Agreement between the Town of Westfield and Village of Westfield, which, among other things, extends the existing Agreement through 2068 and adds the NYS Route 5 Water Benefit District No. 1 and West Main Street Water Benefit Districts to the list of areas covered by the Agreement.

**TOWN BOARD MEETING**

**Town of Westfield**

**August 1<sup>st</sup>, 2018**

*The motion 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;*

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*Councilman David Spann offered the following resolution and moved its adoption:*

**Resolution No. 66**

**Town of Westfield**

**RESOLUTION AUTHORIZING THE SUPERVISOR TO ENGAGE PROFESSIONAL SERVICES FOR NYS ROUTE 5 WATER BENEFIT DISTRICT NO. 1 PROJECT.**

**WHEREAS**, the Town of Westfield has been awarded a grant and loan package from the United States Department of Agriculture/Rural Development to fund improvements to the NYS Route 5 Water Benefit District No. 1; and

**WHEREAS**, during the administration of the funding package it will be necessary to perform various engineering and financial work related to the project;

**NOW, THEREFORE, BE IT**

**RESOLVED**, that the Supervisor is hereby authorized to enter into agreements with the various professional services that may be required to complete the project, including, but not limited to, bond counsel, fiscal advisor, and auditor.

*The motion 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;*

**TOWN BOARD MEETING**

**Town of Westfield**

**August 1<sup>st</sup>, 2018**

*Councilman James Herbert made the motion to approve budget #5 for budget year 2018. Seconded by Councilman David Spann and carried unanimously.*

**Budget Revision #5 for Budget Year 2018**

**Revision Description**

To move the grant revenue over to the expense line

	Increase	Decrease
	Expenditures	Revenues
<b>Budget Journal</b>		
A Funds- (General Fund Townwide)		
A 3089 Other State Aid DR		1,163.00
A 1110.200G Justices-Equipment Grant CR	1,163.00	
<b>Total SW2 Fund</b>	1,163.00	1,163.00

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*At 8:04pm Supervisor Bills moved and Councilman David Brown seconded a motion to audit the bills.*

Warrants dated August 1, 2018 (voucher #'s 392-443) in the amount of \$44,711.81 were drawn on the following funds:

General	\$21,276.74	Shorehaven Water Project	\$2.91
General Part-Town	\$11,510.49	Forest Park Sewer	\$24.62
Highway	\$2,345.07		
Highway Part-Town	\$9,551.98		

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Warrants dated July 11, 2018 (voucher #'s 9) in the amount of \$7,739.00 were drawn on the following funds:

Shorehaven Water District Capital Project  
H6-8310.200      \$8.88

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Warrants dated August 1, 2018(voucher #'s 70-75) in the amount of \$5,227.00(were drawn on the following funds:

Welch Building      \$5,227.00

***These warrants were presented and audited by the Board members. Supervisor Bills made a motion to be directed to draw the necessary checks to cover the warrants as audited. The motion was seconded***

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**Town of Westfield**

**August 1<sup>st</sup>, 2018**

*by Councilman David Brown. Voting was as follows: Supervisor Bills, aye, Councilman Brown, aye; Councilman Herbert, aye; Councilman Spann, aye.*

There being no further business, at 8:22pm Supervisor Martha Bills moved and Councilman David Spann seconded a motion to move to executive session to discuss a particular employee history and pending contract negotiations. Unanimously carried.

At 8:25 pm Supervisor Martha Bills made the motion to move out of executive session, and return to regular session. Seconded by Councilman David Brown and carried unanimously.

Councilman James Herbert made the motion to authorize the Town Supervisor to sign a contract with Casella Waste Service for operation of the Transfer Station on Bourne St. from July 1, 2018-June 30<sup>th</sup>, 2020. Seconded by Councilman David Spann and carried unanimously.

At 8:30pm Supervisor Bills moved and Councilman David Brown seconded a motion to adjourn and carried unanimously.

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