

**TOWN BOARD MEETING**

**Town of Westfield**

**December 5, 2018**

**PUBLIC HEARING**

**Town of Westfield**

**December 5, 2018**

**Special Use Permit, Airosmith, as an agent for Sprint, 6302 Douglas Rd.**

Supervisor Bills called the public hearing to order at 7:25pm in Eason Hall, 23 Elm Street, Westfield, NY, with the following members and guests present:

Supervisor:	Martha R. Bills	Guest:	William Bauer
Councilmen:	David Brown		Tom Tarpley
	David Spann		Anthony Spann
	James Herbert		Olivia Kitchen
	Will Northrop		Jake Monacelli, Airosmith Representative

Highway Superintendent: David Babcock

Code Officer: Bonnie Rae Strickland

Supervisor Bills explained that the Public Hearing was being held to hear all persons in regard to the modification of the SUP to allow an upgrade of equipment on the tower located at 6302 Douglas Rd.

The Legal notice was posted in the newspaper of the Public Hearing.

No comments were made.

Supervisor Martha Bills, made the motion to move that the public hearing be closed at 7:29pm.

Councilman David Spann seconded the motion. Motion carried.

Respectfully submitted,

*//original signed//*

Andrea L Babcock, Town Clerk

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Town of Westfield  
December 5, 2018**

**TOWN BOARD MEETING  
Town of Westfield  
December 5, 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:	William Bauer
Councilmen:	David Brown		Tom Tarpley
	David Spann		Anthony Spann
	James Herbert		Oliver Kitchen
	Will Northrop		Jake Monacelli, Airosmith Representative

Highway Superintendent: David Babcock  
Code Officer: Bonnie Rae Strickland

**Pledge of Allegiance**

*Councilman Will Northrop made a motion to waive the reading of the November 7, 2018 minutes inasmuch as all members received a copy thereof and that the minutes be accepted. The motion was seconded by Councilman David Spann and carried unanimously.*

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**Reports:**

Supervisor Bills presented the monthly report on the Town's finances for the month of November 2018. All Board members have received a copy of the report for November 2018 and is accepted as submitted.

The Town Clerk's report together with a check in the amount of \$2,378.17 representing fees for the month of November 2018 was turned over to Supervisor Bills. A check for \$0.00 representing fees for the month of September to NYS Department of Health, Marriage Licenses and a check in the amount of \$44.00 was turned over to NYS Department of Agriculture and Markets and NYS Decals in the amount of \$733.53 will be withdrawn on the 14<sup>th</sup>. A check in the amount of \$634.00 representing fees for the month of November was turned over to the Village of Westfield for Registrar of Vital Statistics fees collected.

The Dog Warden's report for November 2018 was received and placed on file.

The Fire Department Report for November 2018 was not received.

The Historian's report for October and November 2018 was not received.

The Town Court report for November 2018 was received and placed on file.

The WPD report for November 2018 was received and placed on file.

**Highway:**

- The Town Highway Superintendent submitted a written report on activities for November 2018 including gas and fuel usage, mixing salt and sand for winter, working on a boat launch and moving picnic tables up to the shop to reseal for the Pier over the winter.
- Highway Superintendent asked permission to enter into an agreement to purchase a tractor (New CaseIH Model 100C tractor with specifications) and trade in CaseIH JX95 tractor in 2019. Councilman David

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Brown made the motion for the Highway Superintendent to enter into an agreement to lock the 2018 rate of the tractor to be purchased in 2019. Seconded by Councilman James Herbert, motion carried. Highway Superintendent thanked the board.

**Code Enforcement:**

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

**Barcelona Harbor:**

- The Pier is closed for the season.
- Councilman James Herbert Complimented the Highway Superintendent and Highway Department for the up keep of the Pier.
- Supervisor Bills received a letter from USACE stating that Great Lake harbor fact sheets are available for review.

**Public Comment:**

- None

**The Town Supervisor made the following announcements:**

- Town Employees' Christmas Party (Thursday December 13<sup>th</sup> at 12:00pm)

**Old Business:**

- Shorehaven Water project close out forms have been received.
- East Lake Rd water project, paper work has been submitted and the engineer is reviewing the paperwork.
- The Welch building is considered for a priority project with the (REDC) Western NY Regional Economic Development and will know in December if funding is available for the project.
- Ban renewal for the Welch building is on December 13
- The Chautauqua County Planning department has rented space in the Welch building.
- The Portage Inn redevelopment site is in consideration for funding. We will know in December if funding will be available for the project.
- The Town has submitted the requested paperwork for the Welch Trail project.

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**New Business:**

**Resolutions for 12/5 /2018**

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

**Resolution No.87 2018  
Town of Westfield**

Negative Declaration, Airosmith, as agent for Sprint, 6302 Douglas Rd

**WHEREAS**, the Town Board of the Town of Westfield is considering the application of Airosmith, as agent for Sprint, for a modification of an existing Special Use Permit to replace antennas (6) with new antennas, relocate ground-installed remote radio heads to the tower (3), add new RRH's (6), and replace existing coaxial cable with new fiber optic line (3), on the existing tower owned by American Tower at 6302 Douglas Road, on a parcel designated as tax map Section 242.00, Block 2, Lot 7.1, and

**WHEREAS**, the use has been subject to environmental review pursuant to Article 8 of the New York State Environmental Conservation Law (State Environmental Quality Review Act), including the preparation and review of a short Environmental Assessment Form, and

**WHEREAS**, Part 617 of the implementing regulations pertaining to the State Environmental Quality Review Act requires this Board to determine and give notice of the environmental impact of the use, and

**WHEREAS**, the Board has determined that the facility changes proposed in the application will not have a significant environmental impact

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board hereby issues the attached Notice of Determination of Non-Significance, also known as a Negative Declaration, for the application of Airosmith, as agent for Sprint.

*This 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;  
Councilman Will Northrop, aye.*

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

**Resolution No.88 2018  
Town of Westfield**

Issuance of Special Use Permit, Airosmith, as agent for Sprint, 6302 Douglas Rd

**TOWN OF WESTFIELD  
SPECIAL USE PERMIT**

**Action of the Board:**

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To consider the application of Airosmith, as agent for Sprint, for a modification of an existing Special Use Permit to replace antennas (6) with new antennas, relocate ground-installed remote radio heads to the tower (3), add new RRH's (6), and replace existing coaxial cable with new fiber optic line (3), on the existing tower owned by American Tower at 6302 Douglas Road, on a parcel designated as tax map Section 242.00, Block 2, Lot 7.1

**Resolution moved by:**

**Seconded by:**

**WHEREAS**, Airosmith (hereinafter, the "Applicant") submitted an application on October 23, 2018, for modification of an existing Special Use Permit to replace antennas (6) with new antennas, relocate ground-installed remote radio heads to the tower (3), add new RRH's (6), and replace existing coaxial cable with new fiber optic line (3), on the existing tower owned by American Tower at 6302 Douglas Road, on a parcel designated as tax map Section 242.00, Block 2, Lot 7.1, and

**WHEREAS**, the issue of compliance with the State Environmental Quality Review Act has been addressed, and a negative declaration was issued after examination of the record and public hearing, and

**WHEREAS**, the Town of Westfield Planning Board reviewed the application and recommended approval of the application, and

**WHEREAS**, the Town Board has considered all the facts and papers before it, and has heard those wishing to be heard at a public hearing held December 5, 2018 on the application, and finds ample justification to approve the application subject to the qualifications hereinafter set forth

**NOW, THEREFORE, BE IT RESOLVED**, that the application be and hereby is authorized and approved subject to the conditions and requirements hereinafter set out:

1. All changes to and construction on the site shall comply with the site plans submitted with the application, unless hereinafter modified.
2. The Applicants shall comply at all times with the current applicable standards and regulations of the FCC and of all other agencies of the federal government with authority to regulate such facilities, if any.
3. The Applicants shall not unreasonably interfere with the future shared use of the facility by other parties.
4. The terms, conditions, and requirements of this special use permit are cumulative with those employed by any prior special permits for the project site, and bind and obligate the Applicants, their successors and assigns.
5. The permit shall not be assigned or transferred, in whole or in part, without the prior written consent of the Town of Westfield Town Board.
6. This permit shall become effective after the Applicants approve each and every provision hereof and agree to be bound by all of the terms herein contained in consideration of the granting of this special permit.

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*This 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;  
Councilman Will Northrop, aye.*

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

**Resolution No.89 2018  
Town of Westfield  
2019 Holiday Schedule**

New Year's Day	Tuesday, January 1
Martin Luther King Day	Monday, January 21
Presidents' Day	Monday, February 18
Good Friday	Friday, April 19
Memorial Day	Monday, May 27
4 <sup>th</sup> of July	Thursday, July 4
Labor Day	Monday, September 2
Columbus Day	Monday, October 14
Election Day	Tuesday, November 5
Veteran's Day	Monday, November 11
Thanksgiving Day	Thursday, November 28
Day after Thanksgiving	Friday, November 29
Christmas Eve	Tuesday, December 24
Christmas Day	Wednesday, December 25
New Year's Eve	Tuesday, December 31

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

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

**Resolution No.90 of 2018  
Town of Westfield  
CHIPS Funding**

**WHEREAS**, a reliable transportation infrastructure is vital for the safety of New York's travelling public and its economy; and

**WHEREAS**, 85% of New York's roads and bridges are maintained by local governments; and

**WHEREAS**, despite well-timed and targeted preventative maintenance treatments, the age and condition of many of our locally transportation assets means that they beyond preservation and in need of much more costly rehabilitation and reconstruction; and

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**WHEREAS**, estimates by the State Comptroller, DOT and independent studies show a large portion of road mileage is deteriorating and many bridges in the state are rated structurally deficient and functionally obsolete; and

**WHEREAS**, the State Comptroller estimates that there will be \$89 billion in unmet local infrastructure needs over the next 20 years; and

**WHEREAS**, the New York State Association of Town Superintendents of Highways commissioned its own 15 year analysis that indicates an annual funding gap of \$1.3 billion for the local system (excluding NYC) alone; and

**WHEREAS**, funding for our local system has been far short of what is needed and we've fallen further and further behind in maintaining the vast and aging transportation infrastructure over this long period with severe consequences for conditions ratings; and

**WHEREAS**, the New York State Consolidated Local Street and Highway Program (CHIPS) provides essential funding for every municipality in the state and is and is part of the New York State Department of Transportation (NYSDOT) capital program; and

**WHEREAS**, in the early 1990's the Governor and Legislature created the Dedicated Highway and Bridge Trust Fund (DHBTF) to pay for the NYSDOT capital program and the Dedicated Mass Transit Trust Fund (DMTTF) to assist with the Metropolitan Transportation Authority (MTA) and other transit systems' capital programs; and

**WHEREAS**, when the DHBTF was created, it was agreed that the NYSDOT and MTA five year capital programs would be similar in size and would be negotiated concurrently; and

**WHEREAS**, through 2005-09, both five-year capital programs were similar in size and adopted within months of each other; and

**WHEREAS**, in 2010 the Executive and Legislature broke traditional parity and enacted a five-year capital program for the MTA but not the DOT;

**NOW THEREFORE BE IT RESOLVED** that the Town of Westfield calls upon the Governor and the state Legislature to make additional state funding and resources available at levels that accurately reflect the critical needs of local roads and bridges; and increase CHIPS funding in the 2019-20 state budget; and

**BE IT FURTHER RESOLVED** that the Town of Westfield calls upon the Governor and members of the state Legislature to fully fund and submit a new NYSDOT five-year transportation capital plan; and

**BE IT FURTHER RESOLVED** that the Town of Westfield calls upon the Governor and members of the state Legislature to recognize the equality of roads, bridges and transit by restoring funding equality between the MTA and NYSDOT five-year programs and by voting on the plans simultaneously.

*This 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;  
Councilman Will Northrop, aye.*

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

**Resolution No. 91 of 2018  
Town of Westfield  
December Special Meeting**

**BE IT RESOLVED**, that the Town Board of the Town of Westfield schedule a Special Meeting to audit December vouchers for 2018 on Thursday December 13<sup>th</sup> 2018 at 11:30am.

*This 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; Councilman Will Northrop, aye.*

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

**Resolution No. 92 of 2018  
Town of Westfield  
Move January Board Meeting**

**BE IT RESOLVED**, that the Town Board of the Town of Westfield move the January 2, 2018 Town board meeting to the following week of January 9<sup>th</sup>, 2018.

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

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

**Resolution No. 93 of 2018  
Town of Westfield  
Direct Deposit Policy**

**BE IT RESOLVED**, the Town Board of the Town of Westfield is offering payroll direct deposit for its employees. The Town views this option as being flexible and open to new ideas when dealing with the needs and wants of its employees. The policy applies to all employees of the Town of Westfield. The Town Bookkeeper will be responsible for administering this policy and answering questions pertaining to it. Direct deposit will be optional for all Town of Westfield employees. Only net payroll checks will be deposited. No partial checks or expense reimbursement checks are allowed. The employee will have the option of depositing their payroll check into either their savings or checking account, not both. Employees will be responsible for notifying the Town Bookkeeper in a timely manner of any changes to their account numbers of their financial institution. Revisions of this policy may only be made by resolution of the Town board.

**Direct Deposit**



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The Town offers direct deposit of your paychecks. Only the net amount of your check may be deposited into one of your bank accounts. A copy of the DIRECT DEPOSIT POLICY is attached. Please sign below if you are interested and attach a deposit slip or voided check that has the bank name, routing number of your bank and account number on it.

Interested

Not Interested

Signature

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

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

**Resolution No. 94 of 2018  
Town of Westfield**

**SHOREHAVEN WATER PROJECT  
PROJECT BUDGET MODIFICATIONS**

**WHEREAS**, the Town of Westfield has received funding from Rural Development for their Shorehaven Water Project (“Project”); and

**WHEREAS**, the Town Board wishes to adjust project budget items to more accurately reflect final costs and;

**WHEREAS**, Rural Development requires the Town Board to authorize all changes to the Administrative Budget as shown on the Form E; NOW, therefore be it

**RESOLVED**, that the Town Board of the Town of Westfield authorizes the following Budget modifications for the Project:

Fiscal Advisor	Decrease of	\$2,586.32
Net Interest	Decrease of	178.32
Legal	Decrease of	4,442.00
Miscellaneous	Decrease of	335.74

*This 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;  
Councilman Will Northrop, aye.*

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

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**Resolution No. 95 of 2018**

**Town of Westfield**

Revision of Terms and Conditions, "Personnel Policy & Procedure"

**BE IT RESOLVED**, the Town Board of the Town of Westfield adopt the revision upon the review of counsel the Personnel Policy Section I. Terms and Conditions, New Employees, New Hires, Permanent Employees, Pay Periods, Holidays, Vacation and Waiving Medical Insurance. All employees will receive the revised policy.

**I. TERMS AND CONDITIONS OF EMPLOYMENT**

**New Employees**

- a) *All new highway employees hired after February 1<sup>st</sup> 2018 shall serve a twelve-month probationary period.*
- b) *New employees shall be offered sick leave and personal time after the completion 3 months of employment.*
- c) *Sick leave and personal time shall be pro-rated from the date of commencement of employment to their anniversary date of the next year of employment.* Sick leave shall be computed at the rate of one day for each full month of employment.
- d) *Personal leave shall be computed at the rate of one day for each four hour full months of employment.*
- e) *New employees shall be offered the opportunity to participate in New York State Retirement and be offered Health Insurance benefits as set forth for all permanent employees.*
- f) *New Employees shall receive vacation time after 1 full year of employment.*
- g) *New highway employees must pass a D.O.T Physical, hearing and a pre-employment drug and alcohol test. No person failing these tests will be hired for any position in the Town of Westfield.*
- h) *All employees hired after January 1<sup>st</sup> 2017 will receive their personal, vacation, and sick time on their own anniversary date of commencement of hire.*

**New Hires**

New Highway employees hired will be paid in incremental steps beginning and progressing to full MEO compensation at completion of three (3) years employment. These rates are not subject to cost of living increases.

New full time Employees that are in the Probationary period *of 12 months*:

These steps are:

- a) *Hourly Rate Determined by Town Board*
- b) *Second Year \$1.00 per hour increase*
- c) *Third Year \$1.00 per hour increase*
- d) *Fourth Year MEO rate*

**Permanent Employees**

- a) *Work Week-The standard workweek for Highway Department employees is 40 hours from Friday through Thursday to be worked at the discretion of the Highway Superintendent.*
- b) *Wages and Overtime-All fulltime employees working on an hourly basis shall receive overtime pay at the rate of 150% of regular pay for all hours credited over 40 hours per week whether or not all hours over 40 hours per week are actually worked.*

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- c) All Machine Equipment Operators / Laborers are required to have an NYS Department of Transportation (DOT) physical examination from their physician. Cost not covered by medical insurance by the Town (*not to exceed \$120.00*).
- d) All Machine Equipment Operators / Laborers are required to have an NYS Driver License Class A, B or C and is a condition of the employment, and who for any reason loses the privileges of that license for a period of two (92) consecutive weeks, or who is convicted under the penal code of the State of New York as a habitual offender, may be subject to termination upon the Town's review of each situation on a case by case basis.
- e) *All highway employees will be subject to Random urine testing set by the U.S. Department of Transportation. Urine test is used to detect drug and alcohol abuse. The Town of Westfield will test all employees on a Random basis and all such tests will be unannounced. Any employee who refuses to submit to a random urine test, or who fails to report for the test as directed will be considered a positive testing. Employees who test positive or are considered positive, may be subject to disciplinary action, up to and including termination.*

**Pay Periods**

All employees are paid on a biweekly pay basis with the exception of Part-Time Elected Officials who are paid quarterly and/or annually. Payroll is available *on the scheduled pay day* from the supervisor or department head, unless other arrangements are made with the supervisor.

**Holidays** - Permanent **Full Time** employees shall receive 13 paid holidays per year. The holidays are set annually by the Town Board at the December meeting. Highway employees hours are to be paid depending on work week hours (winter hours are an 8 hour per /day *If Holiday falls on a nonscheduled work day that Holiday will be taken the day before or day after that Holiday. The Holiday adjustment will be at the discretion of the Highway Superintendent.*

**Vacations** - Each **Full Time** employee shall be entitled to vacation time annually according to the following schedule:

- 1 year receives 1 week (five days)
  - 2 through 5 years receives 2 weeks (ten days)
  - 6 years receives eleven days
  - 7 years receives twelve days
  - 8 years receives thirteen days
  - 9 years receives fourteen days
  - 10 years receives 3 weeks (fifteen days)
  - 11 years receives sixteen days
  - 12 years receives seventeen days
  - 13 years receives eighteen days
  - 14 years receives nineteen days
  - 15 years and above\* receives 4 weeks (twenty days)
- a) *Employees hired after January 1<sup>st</sup> 2017, vacation time is calculated by their anniversary date of commencement of hire.*

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- b) *Highway employees' vacation, personal and sick time will be calculated and subtracted as actual hours used on that scheduled work week (i.e. during winter hours, 8 hours per day and summer hours, 10 hours per day).*
- c) Unused vacation time expires at the end of each year.

**Waiving Medical Insurance**

All full time employees are eligible for enrollment in Medical Insurance made available by the Town of Westfield has the option of waiving their medical insurance benefit and receive a cash payment (less applicable payroll deductions) directly from the Town of Westfield. Employees' must meet the following criteria to qualify for the buyout:

- a) Full Time Employee
- b) Eligible for Medical Insurance
- c) Successfully completed probationary period
- d) Proof of alternative medical coverage in place or will be actively enrolled in a plan at the time you intend to begin receiving a medical insurance buyout payment
- e) Active employee for six (6) months prior to receiving a buyout payment *on their own anniversary date of commencement of hire.*
- f) Elected not to receive medical insurance benefits beginning on the first of the benefit year - December 1<sup>st</sup>.

Under this plan, the Town will pay:

- a) \$1100 annually in lieu of Single Coverage
- b) \$1500 annually in lieu of Two (2) Person Coverage
- c) \$2200 annually in lieu of Family Coverage

These payments will be made in two (2) installments 50% *after completion of every 6 months of work (payment is based from anniversary start date of hire) 2<sup>nd</sup> payment when completion of 12 month of work*, these payments will be included in the corresponding payroll period and subject to payroll deductions. If the employee has a deletion or addition to his/her family status subsequent to this enrollment, they must wait until the following year to change the buyout amount. Proof must be supplied for the deletion or addition to qualify for another buyout amount. Employees, who knowingly withhold dependent coverage information from the Town of Westfield, may face appropriate disciplinary action. Such benefits may be increased or decreased at the discretion of the Town Board.

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

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*At 8:25pm Supervisor Bills moved and Councilman David Spann seconded a motion to audit the bills.* Warrants dated December 5, 2018 (voucher #'s 620-676) in the amount of \$227,637.09 were drawn on the following funds: (Voided #615)

General	\$83,139.86
General Part-Town	\$16,842.38
Highway	\$30,173.74

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Highway Part-Town	\$39,580.49
Westfield Fire Dept. District	\$57,871.11
Forest Park Sewer	\$25.83
North Town Water -Shorehaven	\$3.68

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Warrants dated December 5, 2018 (voucher #'s 111-117) in the amount of \$22,916.59 were drawn on the following funds:

Welch Building	\$22,916.59
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Warrants dated December 5, 2018 (voucher #'s 14-16) in the amount of \$14,890.48 were drawn on the following funds:

Shorehaven Water District Capital Project	\$14,890.48
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**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 by Councilman David Brown. Voting was as follows: Supervisor Bills, aye, Councilman Brown, aye; Councilman Herbert, aye; Councilman Spann, aye, Councilman Will Northrop, aye.**

There being no further business at 8:25pm Supervisor Martha Bills moved and Councilman David Spann seconded a motion to move to executive session to discuss the medical and employee history of a particular employee. Unanimously carried.

At 8:50pm Councilman David Brown moved and Councilman David Spann seconded a motion to return to regular session. Unanimously carried.

Councilman James Herbert made the motion to amend the Medical Insurance provision of the Personnel Policy and Procedure Handbook to require the submission of proof of eligibility for domestic partnership coverage at the time of application. Documentation shall be provided using NYS affidavit of Domestic Partnership, form PS-425.1 and proof shall be maintained during the period the partner is covered as a dependent of the full time employee. The motion was seconded by Councilman Will Northrop. Voting was as follows: Supervisor Bills, aye; Councilman Brown, aye; Councilman Herbert, aye; Councilman Northrop, aye; Councilman Spann, nay;

There being no further business at 9:45pm David Brown moved and James Herbert seconded a motion to adjourn. Unanimously carried.

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