

**Special Meeting of the Town Board
Budget Workshop #2
Town of Westfield
October 24, 2018**

Supervisor Bills called the Special Meeting to order at 4:00pm in Eason Hall, 23 Elm Street, Westfield, NY, with the following members and guests present:

Supervisor: Martha R. Bills

Councilmen: David Brown
David Spann
Jim Herbert
Will Northrop

Village clerk, Vince Luce has asked if the Town would be interested in placing a security monitor in the Town office. The Village is upgrading the camera security system for Eason Hall. The company FSC that the Village is upgrading with gave the Town an estimate for the Town Clerk's, Town Offices on the lower level of Eason Hall. The building is owned by the Village. The board has no objection for the upgrade to the system and monitor to be placed in the Town Offices. The cost will not exceed \$2,000.00 and will be paid from the Supervisor's Contractual Line.

A discussion took place regarding a new phone system for the Town offices. The Town Clerk is seeking quotes for a new phone system. The Village is in the process as well and maybe this is something we could do together to help cut costs for both the Town and the Village.

Councilman David Brown made the motion for adoption of

**TOWN OF WESTFIELD
RESOLUTION NO. 78 OF 2018
AUTHORIZING SUPERVISOR TO AMEND WELCH BUILDING LEASE**

RESOLVED, that Supervisor Bills is hereby authorized to finalize negotiation of and execute an addendum to the lease held by Welch Foods Inc., for part of 2 South Portage Street, as may be needed to facilitate the lease of approximately 1,440 of first floor space to Chautauqua County, subject to the approval of counsel as to form.

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

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

**TOWN OF WESTFIELD
RESOLUTION NO. 79 OF 2018**

Authorizing Supervisor to negotiate lease agreement with Chautauqua County for office space in the Welch Building

RESOLVED, that Supervisor Martha Bills is hereby authorized to negotiate the final terms and conditions of and execute with Chautauqua County, a lease agreement for approximately 1,440 square feet of office space in the Welch's Building, 2 South Portage Street, Westfield, New York, at the rate of \$11,000 per year.

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

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

**TOWN OF WESTFIELD
RESOLUTION NO. 80 OF 2018
2019 Health Insurance Plan**

Authorize the Supervisor to sign a contract for Health Insurance

RESOLVED, the Town Supervisor is authorized to sign a contract for health insurance with Univera (Access Gold 1). An HRA will be funded at \$1750 per single coverage and \$3800 for plans covering more than one. The HRA will be available to be applied to the deductible, co-pays, and prescription costs.

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

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

**TOWN OF WESTFIELD
RESOLUTION NO. 81 OF 2018
2019 (WDC) Westfield Development Corporation Contract**

RESOLVED, the Town Supervisor is authorized to sign 2019 Westfield Development Corporation contract for an amount of \$21,000.00.

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

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

Budget Revision #7 of 2018

To move \$62,927.11 from DB fund balance into the permanent improvements chips expense line. Budget Revision amount is to cover the expenditure of the chips money. Money comes in from NYSDOT to cover the expense. Money will come in before year end if cancel check is submitted to the state by November 9th for reimbursement.

Budget Journal

DB Funds (Highway Part Town Fund)		
DB 599	Appropriated Fund Balance	62,927.11
DB 5112.400	Permanent Improvements-Chips	<u>62,927.11</u>
Total DB Fund		62,927.11

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

Supervisor Martha Bills moved Councilman David Brown offered to

Audit of the bill and approve payment for Gernatt Asphalt Products, Inc for chips 2018:

Warrants dated October 23, 2018 (voucher #'s 572) in the amount of \$157,133.32 were drawn on the following funds:

Highway Part-Town	157,133.32
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The warrant were presented and audited by the Board members. Supervisor Bills made a motion to be directed to draw the necessary checks to cover the warrant 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.

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Reviewed and discussed the 2019 tentative budget

Executive session to discuss a particular personnel history did not take place and will discuss at the upcoming board meeting on November 7th, 2018.

There being no further business, at 5:25pm. Councilman David Spann moved and James Herbert seconded a motion to adjourn. Unanimously carried.

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