

TOWN BOARD MEETING
Town of Westfield
January 9th, 2013

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	Claude Abbey
Councilmen:	David Spann	Marybelle Beigh	William Bauer
	Raymond Schuster	Jim Pacanowski	Joel Seachrist

The Town Clerk's report together with a check in the amount of \$2134.32 representing fees for the month of December 2012 was turned over to the Supervisor. State and County agencies received checks totaling \$349.05.

The Supervisor's report is as follows:

<u>Fund</u>	<u>Revenues</u>	<u>Expenditures</u>	<u>Checking Balance</u>	<u>MM Balance</u>
Gen. A	\$542,221.00	\$572,519.00	\$645.89	\$741,530.60
Gen B	119,516.00	111,139.00	75.18	62,674.94
Hwy DA	263,487.00	229,994.00	98.62	244,877.10
Hwy DB	387,322.00	452,274.00	37.64	118,597.57
Sewer HO1	25,119.00	21,717.00	-0-	5,388.94
Water HO2	18,815.00	17,020.00	-0-	97,434.39
Wfd. Fire	70,018.00	62,688.00	-0-	7,658.25
Sherm. Fire	8,653.00	8,644.00	-0-	115.18
Totals:	\$1,435,151.00	\$1,475,995.00	\$857.33	\$1,278,276.97

The Dog Warden's report for December 2012 was received and placed on file.

The Fire Department Report for December 2012 was received and placed on file.

The Historian's report for December 2012 was received and placed on file.

The Town Court report for December 2012 and the Town Court 2012 Annual Report were received and placed on file.

Highway:

- The Town Highway Superintendent provided a written report for December 2012 and highlighted current projects which included tree trimming, fuel usage, and repairs to facilities at the pier.

Code Enforcement:

- The Code Enforcement Officer submitted a written report for December 2012 highlighting the inspections that were done and permits issued in the Town. He also briefly discussed the status of ongoing construction highlighting the Mazza Distillery building on West Main Road and new residential homes being built in the Town.

Barcelona Harbor:

- Pier operations are closed for the season.

Public Comment. None

Supervisor Bills made the following announcement:

- Annual Audit of Books (Tuesday, 22 Jan 2013 @ 4:00pm)

Old Business:

- Supervisor Bill discussed the fact that the Archeological Survey to support the Barcelona Water Project grant was completed and turned into the NY SHPO office.

New Business:

- Martha Bills offered the following 5 resolutions and moved their adoption:

Resolution No. 1 of 2013
Official Meeting Place

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

Resolution No. 2 of 2013
Salaries

“That the Town Board hereby fix the salaries of the Town employees and officials for the year 2013 as follows:”

Highway Employees Supervisor Code Enforcement Deputy Supervisor Councilmen Justice Spann	Laborers - Minimum \$7.50 p/hr MEO's - Minimum \$10.00 to \$19.56/hr - Maximum \$29.34/hr \$16,000 annual to be paid quarterly \$13,000 annual to be paid bi-weekly \$ 2,700 annual \$ 3,000 annual \$ 7,000 annual to be paid quarterly
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Justice LaPorte	\$ 7,000 annual to be paid annually
Court Clerk	\$12.00 / hour to be paid bi-weekly
Town Clerk / Deputy Tax Collector	\$31,833 annual to be paid bi-weekly
Bookkeeper / Dep. Town Clerk / Tax Collector	\$30,500 annual to be paid bi-weekly
Historian	\$ 1,000 annual
Highway Superintendent	\$49,297 annual to be paid bi-weekly
Deputy Highway Superintendent	\$ 1,600 annual to be paid quarterly
Assessor	\$44,000 annual to be paid bi-weekly
Utility Workers	\$ 7.25 Minimum/hr. & \$ 8.50 Maximum/hr.
Dog Control Officer	\$7,000 annual

Resolution No. 3 of 2013

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.”

Resolution No. 4 of 2013

Official Newspapers

“That the *Westfield Republican* and the *Observer* newspapers be designated the official newspapers of the Town for the year 2013”

Resolution No. 5 of 2013

Annual Appointments

Timothy C. Smith	Registrar / Bingo Inspector / Records Management Officer / Deputy Tax Collector
Donna Sanderson	Bookkeeper / Tax Collector / Deputy Town Clerk / Deputy Registrar
James Pacanowski	Code Enforcement / Zoning Officer
Marybelle Beigh	Town Historian
Kathleen Alexander	Clerk to the Court
Scott Frudd	Deputy Highway Superintendent
Chuck Raynor	Dog Control Officer
Vincent Calarco	Honorary - Civil Defense Director

Board of Assessment Review

Aaron Resnick (5 Year Term - exp. 9/17)

Planning Board

Timothy Smith (Chairman)	Chad Schofield
Diane Hamann	Phil Riedesel
Amy Gregory	John Hemmer (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
Ad Hoc & Personnel	David Brown & Ray Schuster
Website	David Brown, Mary Bivens, Martha Bills, Tim Smith & Joel Seachrist
Recreation Committee	Donnie Paddock, Timothy Smith, & Charmain Boardman - 3 yr. terms (thru 12/16)

Fire Dept. Liaison - David Brown

Process Servers - David Haskin / MaxBaker

Town Constables - Peter Kunow / Max Baker

This was seconded by Raymond Schuster. Voting was as follows: Martha Bills, aye; David Spann, aye; Raymond Schuster, aye.

- David Spann offered the following resolution and moved its adoption:

Resolution No. 6 of 2013

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 Raymond Schuster. Voting was as follows: Martha Bills, aye; David Spann, aye; Raymond Schuster, aye.

- Raymond Schuster offered the following resolution and moved its adoption:

Resolution No. 7 of 2013

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 \$175,871 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: McKinley - 1.17miles, Munson -1.49 miles, and S. Light - .3 miles. In addition 25 intersections of roads (estimated @ 5 miles) and Harrington Road (dead end) of new gravel road (.3 miles) if projected new home is built. Total is equivalent to approximately 8.26 miles. If home is not built, 1 more mile of oil and stoning on Douglas Road is planned.
2. Should the Town receive funds under the Consolidated Highway Improvement Project System (CHIPS), funds estimated in the 2013 Budget (\$90,000) would be used towards re-blacktopping Hardscrabble and Parker Road.

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 David Spann. Voting was as follows: Martha Bills, aye; David Spann, aye; Raymond Schuster, aye.

-Martha Bills offered the following resolution and moved its adoption:

Resolution No. 8 of 2013
Appointment of Deputy Supervisor

RESOLVED, that Councilman Raymond Schuster is appointed as Deputy Supervisor for the Town of Westfield for the 2013 calendar year.

This was seconded by David Spann. Voting was as follows: Martha Bills, aye; David Spann, aye; Raymond Schuster, aye.

-Martha Bills offered the following resolution and moved its adoption:

Resolution No. 9 of 2013
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 David Spann. Voting was as follows: Martha Bills, aye; David Spann, aye; Raymond Schuster, aye.

- David Spann offered the following resolution and moved its adoption:

Budget Resolution No. 1 of 2013
2012 Budget Revisions

Revision Description	Increase Expenditures	Decrease Expenditures	Increase Revenue
A Funds (General)			
Rev: A.28.3089.0 Other State Aid			\$2450.00
Exp: A.927180.420 Harbor Imp DOS Harbor Imp Payment 5	\$2450.00		
Exp: A.92.7180.420 Harbor Imp	\$ 717.56		
Exp: A.47.1990.400 Contingent Town Share of DOS Grant		\$ 717.56	
Exp: A.61.4020.4 Registrar	\$2440.00		
Exp: A.47.1990.4 Contingent Registrar Fees		\$2440.00	
Exp: A.45.1440.0 Engineer	\$1040.00		
Exp: A47.1990.4 Contingent Town Share of DOS Grant		\$1040.00	
Exp: A.90.8350.0 Common Wtr	\$17,725.40		
Exp: A.47.1990.4 Contingent Town Share of Grant		\$17,725.40	
Exp: A.84.6989.4 Econ Opportunity	\$1124.09		
Exp: A.47.1990.4 Contingent Town Share of Grant		\$1124.09	
Exp: A.8160.4 Refuse	\$1020.41		
Exp: A.47.1990.4 Contingent Spring / Fall Clean-ups		\$1020.41	

This was seconded by Raymond Schuster. Voting was as follows: Martha Bills, aye; David Spann, aye; Raymond Schuster, aye.

- Warrants dated January 9th, 2013 (voucher #'s 9222 - 9279), in the amount of \$58,422.72 drawn on the following funds: General \$46,663.39; General Part-Town \$84.68; Highway \$11,660.65; Sewer Fund \$14.00; and Shorehaven Water Project \$2.92; were presented and audited by the Board members. David Spann moved and Martha Bills seconded a motion that the Supervisor be directed to draw the necessary checks to cover the warrant as audited.

At 8:21pm Martha Bills moved and David Spann seconded a motion to move to Executive Session to discuss a specific personnel issue. Unanimously carried.

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

The next Town Meeting is scheduled for Wednesday, February 6th, 2013 @ 7:30pm.

There being no further business, at 8:52pm Raymond Schuster moved and David Spann seconded a motion to adjourn. Unanimously carried.

Respectfully submitted,
// original signed //
Timothy C. Smith, Town

Clerk