

TOWN BOARD MEETING

Town of Westfield

May 6, 2026

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:

Supervisor:	Martha R. Bills	Guests:	Carol Korinek	Jim Wise
Councilmember:	David Brown		Norman Schultz	Nate Nichols
	James Herbert		Gail Gray	Ashley Syper
Absent:	David Spann		Chief Erik Karlstrom	Gwen Syper
	William Northrop		David Walker	Gail Gray
			Karen Engstrom	Don McCord
			Dave Nichols	Tom Herr

Highway Superintendent: David Babcock
Town Attorney: Joel Seachrist
Town Clerk: Andrea L. Babcock

Pledge of Allegiance

Councilmember David Brown made the motion to waive the reading of April 1, 2026, meeting minutes and inasmuch as all members received a copy thereof and the minutes be accepted. Councilmember James Herbert seconded the motion. The motion was carried unanimously.

Reports:

The Supervisor's April monthly report was distributed and accepted as submitted including up to date spending and revenues on all accounts. All board members have received a copy, and the monthly report is always available in the Supervisor's office for anyone to view. The Town received a payment from the County for omitted taxes. Supervisor Bills reached out to the State Comptroller's office regarding the amount received and how it will affect the tax cap that the Supervisor recently submitted with the State Comptroller's office.

The Town Clerk's report together with a check in the amount of \$3064.95 representing fees for the month of April 2026 has been turned over to the Supervisor. A check in the amount of \$42.00 will be turned over to NYS Department of Agriculture and Markets and a check in the amount of \$ 45.00 reflecting sales of marriage licenses will be sent to NYS Department of Health and NYS Decals in the amount of \$108.65 will be withdrawn on the 13th.

- The Tax Collector's monthly collection report for April 2026 was presented to the board.
- The Dog Warden's report for April 2026 was received and placed on file.
- The Town Historian Report for April 2026 was received and placed on file.
- Westfield Fire Department report for the month of March 2026 was received. Newly appointed Chief David Walker gave an overview of the report and thanked the Town Board for their continued support.
- The Town Court report for April 2026 was received and placed on file.
- The WPD report for April 2026 was received and placed on file. Chief Karlstrom gave an overview of the report.

Highway:

Highway Superintendent's April report has been received and placed on file.

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Code Enforcement:

The Code Enforcement Officer's April report has been received and placed on file. Code Officer Shearer was not present.

Assessor:

The Assessor April report has been received and placed on file. Assessor Shearer was not present.

Barcelona Harbor:

- The Harbor is closed for the Season.
- The Army Corp will not be dredging in 2026. Dredging will take place in 2027. The Army Corps of Engineers Buffalo District is planning the Phase 2 repair of the West Breakwater at Barcelona Harbor and is requesting comments; comments will be accepted for 30days. The information is located on the Town website.
- Soundings will be conducted in the harbor.
- The Town Board Harbor committee met April 16th at 3:00pm in the Supervisor's office and discussed the 2026 season.

Public Comment:

- West Route 20 property owners discussed the need for water, the concerns for the upcoming warmer months. Town officials discussed with the residents the importance of documentation to show proof of the need for applying for funding, majority of support of neighbors and the necessary steps to take for the Town to consider and apply for funding. The Highway Superintendent is looking into local options for the residents regarding the hauling of water.
- Karen Engstrom gave an overview of personal findings about wind projects and wind laws in New York State.

Announcements:

- Spring Clean-up will be held Saturday, May 9, 2026, at 9:00am -1:00pm at the Transfer Station on Bourne St.
- A Rabies Clinic will be held Saturday, May 16, 2026, at 10:00am-noon- located at the Highway Shop at 118 Chestnut St.
- Memorial Day parade

Project Updates:

- The East Route 5 Water Benefit District No. 2. project meetings are held monthly. The Engineer was unable to attend the April meeting. Supervisor Bills gave a project summary that was received from the Engineer.
 - The Town Highway Department will be placing more gravel on the Welch Trail.
 - Waiting for one easement agreement for the Barcelona Gateway project.
 - Receiving grant funding for the Barcelona Beach Waterfront Park project.
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New Business:

Councilmember David Brown offered the following resolution and moved for its adoption.

**Town of Westfield
Resolution No.31 of 2026
Town Clerks Deputy Appointment**

RESOLVED, The Town Board of the Town of Westfield hereby accepts the Town Clerks appointment of Christine Green as Deputy Town Clerk effective April 13, 2026, at a rate of pay of \$17.00 with standard workday of 6.5 and a maximum of 20 hours a week for the 2026 calendar year.

This was seconded by Councilmember James Herbert. Voting was as follows: Supervisor Martha Bills, aye; Councilmember David Brown, aye; Councilmember James Herbert aye.

Councilmember James Herbert offered the following resolution and moved for its adoption

**Town of Westfield
Resolution No.32 of 2026
Equipment Disposition**

RESOLVED, The Town Board of the Town of Westfield hereby authorizes the disposition of a 19" Dell monitor located in the Bookkeepers' office.

This was seconded by Councilmember David Brown. Voting was as follows: Supervisor Martha Bills, aye; Councilmember David Brown, aye; Councilmember James Herbert aye.

Councilmember David Brown made a motion to accept the proposed 2026 harbor fees,

**Town of Westfield
Resolution No.33 of 2026
Harbor Fees**

RESOLVED, the Town Board of the Town of Westfield hereby sets the 2026 Pier fees.

	Current	Proposed
Day Pass	\$ 5.00	\$10.00
Season Pass	\$50.00	\$75.00
Overnight Slip	\$10.00	\$20.00 (24 hours) does not include a day pass
Ice	\$ 3.00	\$3.00
Pop-Water	\$ 2.00	\$2.00
Moorings	\$200.00	Not available for the 2026 season.

This was seconded by Councilmember James Herbert. Voting was as follows: Supervisor Martha Bills, aye; Councilmember David Brown, aye; Councilmember James Herbert aye.

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

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Resolution No.34 of 2026

Approval of Summer Employment for Pier Employees

RESOLVED, the Town Board of the Town of Westfield hereby approves summer employment for the Pier employees. Pier Attendants, Timothy Smith, Donald Thomas, Betty Carvella and Lawrence Smith at a rate of \$16.00 an hour.

This was seconded by Councilmember David Brown. Voting was as follows: Supervisor Martha Bills, aye; Councilmember David Brown, aye; Councilmember James Herbert aye.

Councilmember David Brown offered the following resolution and moved for its adoption.

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Resolution No.35 of 2026

Recreation Committee Appointment

RESOLVED, the Town Board of the Town of Westfield hereby appoints Raisa Thayer to the Recreation Committee for a three-year term effective January 1, 2026-December 31, 2029.

This was seconded by Supervisor Martha Bills. Voting was as follows: Supervisor Martha Bills, aye; Councilmember David Brown, aye; Councilmember James Herbert aye.

Councilmember James Herbert offered the following resolution and moved for its adoption,

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Resolution No.36 of 2026

Reappoint Officials

Marybelle Beigh	Historian
Chuck Raynor	Dog Control Officer
Barbara Johnson	Harbor Master
David Babock	Harbor Recreation Administrator

Planning Board

Phil Riedesel (Chairman)	Chris Reese
Diana Hamann	Kim Knappenberger
John Hemmer	Bonnie Rae Strickland (Alternate)
Timothy Smith	

Zoning Board of Appeals

Wayne Harrington (Chairman)	
Linda Wolfe	Derek Johnson
Bradley Szymczak	Heather Luce (Alternate)

This was seconded by Councilmember David Brown. Voting was as follows: Supervisor Martha Bills, aye; Councilmember David Brown, aye; Councilmember James Herbert aye.

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Councilmember James Herbert offered the following resolution and moved for its adoption.

**Town of Westfield
Resolution No.37 of 2026**

**A RESOLUTION DESIGNATING THE RECIPIENT OF VOLUNTARY DONATIONS
COLLECTED ON DOG LICENSE APPLICATIONS AND PROVIDING FOR THE
HANDLING AND DISBURSEMENT OF SUCH FUNDS**

WHEREAS, Chapter 69 of the Agriculture and Markets Law, Section 109, as amended, requires municipalities to provide an optional space on dog license applications for owners to make voluntary contributions in support of the local animal shelter or the organization contracted by the municipality to provide animal shelter services; and

WHEREAS, the Town of Westfield contracts with the Northern Chautauqua Canine Rescue for long-term animal shelter services; and

WHEREAS, the Town Board desires to designate the Northern Chautauqua Canine Rescue as the recipient of all such voluntary donations collected through the Town Clerk's dog licensing process and to establish a clear procedure for the collection, accounting, and annual disbursement of these funds;

NOW, THEREFORE, BE IT

RESOLVED, that the Town Board of the Town of Westfield hereby designates the Northern Chautauqua Canine Rescue as the recipient organization for all voluntary shelter contributions made by dog owners on municipal dog license applications; and be it further

RESOLVED, that the Town (Bookkeeper) shall deposit all such voluntary contributions into dedicated fund A2705 (gifts and donations)for this purpose, maintain proper records of all receipts, and transmit the total accumulated amount to the Northern Chautauqua Canine Rescue annually, ensuring that these donations supplement and do not replace any existing Town funding commitments to the organization; and be it further

RESOLVED, that the Town Clerk is authorized and directed to implement this designation in the Town's dog licensing software and forms in accordance with state law; and be it further

RESOLVED, that this resolution shall take effect immediately.

This was seconded by Councilmember David Brown. Voting was as follows: Supervisor Martha Bills, aye; Councilmember David Brown, aye; Councilmember James Herbert aye.

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Councilmember David Brown offered the following resolution and moved for its adoption.

**Town of Westfield
Resolution No.38 of 2026**

Authorize Payment for Form E-No.10 and Pay App No-7 for East Route 5 Water Benefit District No.2

BE IT RESOLVED, The Town Board of the Town of Westfield hereby authorizes Form E #10 - Rural Development Budget / Cost Certification, tabulation sheets and Pay App No-7 for project related services to date for East Route 5 Water Benefit District No.2.

This was seconded by Councilmember James Herbert. Voting was as follows: Supervisor Martha Bills, aye; Councilmember David Brown, aye; Councilmember James Herbert aye.

Councilmember David Brown offered the following resolution and moved for its adoption.

**Town of Westfield
Resolution No.39 of 2026
Civil War Poster-(CCHS)-McClurg**

RESOLUTION AUTHORIZING DONATION OF POSTER TO THE CHAUTAUQUA COUNTY HISTORICAL SOCIETY

WHEREAS, the Town of Westfield, New York, has in its possession a rare and historically significant 1864 poster discovered in Town records that advertises a public meeting to discuss the Town's response to President Abraham Lincoln's call for 500,000 additional soldiers and related funds during the Civil War; and

WHEREAS, the poster represents an important piece of local and national history directly tied to Westfield's involvement in the Civil War effort; and

WHEREAS, the Town Board desires to ensure the long-term preservation and public accessibility of this artifact while retaining a copy for Town use and display; and

WHEREAS, the Chautauqua County Historical Society (CCHS), located at the McClurg Mansion in Westfield, is the appropriate repository for such items due to its expertise in conservation, its existing Civil War collections, and its commitment to public education and research;

NOW, THEREFORE, BE IT

RESOLVED that the Town Board of the Town of Westfield hereby authorizes the donation of the original 1864 poster to the Chautauqua County Historical Society upon the following conditions:

1. The CCHS shall provide the Town with one (1) full-size, high-resolution reproduction of the poster, printed on suitable paper or canvas and ready for framing, at no cost to the Town, within one hundred twenty (120) days of receipt of the original.
2. The Town shall retain all rights to use images of the poster for its own purposes, publications, and displays.

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3. The CCHS shall properly conserve, catalog, and make the poster accessible to the public through exhibits, research, or digital means, with appropriate credit given to the Town of Westfield;

and be it further

RESOLVED that the Town Supervisor is hereby authorized to execute a Donation Agreement with the Chautauqua County Historical Society that memorializes the above terms and any other matters deemed necessary, should the CCHS request one.

This was seconded by Supervisor Martha Bills. Voting was as follows: Supervisor Martha Bills, aye; Councilmember David Brown, aye; Councilmember James Herbert aye.

Councilmember David Brown offered the following resolution and moved for its adoption.

**Town of Westfield
Resolution No.40 of 2026
Forest Park Sewer District-Pump Station**

BE IT RESOLVED, The Town board of the Town of Westfield hereby authorizes the Town Supervisor to accept and sign an agreement with MDA Consulting Engineers, PLLC Engineering Services for the Schultz Drive Pump station evaluation located at Schultz Drive, Westfield, New York 14787

This was seconded by Councilmember James Herbert. Voting was as follows: Supervisor Martha Bills, aye; Councilmember David Brown, aye; Councilmember James Herbert aye.

Councilmember James Herbert offered the following resolution and moved for its adoption.

**Town of Westfield
Resolution No.41 of 2026
Support the American Legion-American Flags**

BE IT RESOLVED, The Town Board of Town of Westfield hereby supports the American Legion cemetery flag project in the amount of \$300.00 of veteran's services contractual as budgeted in the 2026 Town Budget.

This was seconded by Councilmember David Brown. Voting was as follows: Supervisor Martha Bills, aye; Councilmember David Brown, aye; Councilmember James Herbert aye.

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Councilmember David Brown offers the following budget revision for 2026.

Subject: Budget Revision #3 for Budget Year 2026		
Revision Description	Decrease	Increase
To move \$165.00 from A fund balance A 599 to A7180.411 Parks & Recreation - Contra Gateway Grant Account for Seachrist Law Offices, P.C. Invoice 3314 for \$165.00. The Town Received \$22,000.00 From The County of Chautauqua IDA For The Barcelona Gateway Grant in 2023 The Revenue From The Chautauqua County IDA Dropped To A Fund Balance in 2023.	Expenditures	Expenditures
Budget Journal		
A Fund (General Fund - Townwide)		
A 599 Appropriated Fund Balance DR	165.00	
A 7180.411 Parks & Recreation - Contractual Barcelona Gateway Grant CR		165.00
Total A Fund	165.00	165.00

This was seconded by Councilmember James Herbert. Voting was as follows: Supervisor Martha Bills, aye; Councilmember David Brown, aye; Councilmember James Herbert aye. Supervisor Bills moved and Councilmember David Brown seconded a motion to audit the bills at 8:22pm.

Warrants dated May 6, 2026 (pre-paid voucher #'s 222-223) (voucher #'s 224-298) in the amount of \$259,485.59 were drawn on the following funds:

General	\$ 671.21	(pre-paid voucher #22 & 23)
General	\$ 42,152.81	
General-Part Town	\$ 12,262.60	
Highway-Town	\$ 13,046.09	
Highway Part town Fund	\$191,248.95	
Forest Park Sewer	\$ 98.20	
Shorehaven	\$ 5.73	

Warrants dated May 6, 2026 (voucher # 12-14) in the amount of \$590,008.17 were drawn on the following funds:

Route 5 Water Benefit District-2 (H9)	\$ 590,008.17
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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 Councilmember David Brown. Voting was as follows: Supervisor Bills, aye, Councilmember David Brown, aye; Councilmember James Herbert, aye.

There being no further business at 8:45pm. Supervisor Martha Bills moved, and Councilmember David Brown seconded a motion to adjourn. Unanimously carried.

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