

**TOWN BOARD MEETING**  
**Town of Westfield**  
**October 2, 2019**

**PUBLIC HEARING**  
**(Sherman Fire Protection District)**

Supervisor Bills called the public hearing to order at 7:24pm in Eason Hall, 23 Elm Street, Westfield, NY, with the following members and guests present:

Supervisor:	Martha R. Bills	Guest:	Marion Eno	Cindy Trevelline
Councilmen:	David Brown		Don Eno	John Trevelline
	David Spann		Walter Piersol	
	James Herbert		Steve Rudnicki	
Absent:	Will Northrop		Edward Slate	

Highway Superintendent: David Babcock  
Code Officer: Bonnie Rae Strickland

Public Hearing was held to hear all persons in regard to the proposed Sherman Fire District budget of \$10,592.07 for 2020. This is a 2% increase from the previous year which is about \$207.69 more.

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

Councilman David Brown, spoke on behalf of the Sherman Fire Protection District. David is the President of Stanley Hose Company of the Sherman Fire Department. Sherman contracts with Chautauqua, Mina, and Westfield. The request for the 2% increase is to offset the costs for the Sherman Fire Protection District. It is \$207.69 more than last year. The 2% increase would be paid from the fire protection district which will be assessed and levied upon the property in the fire district and collected with the Town and County Taxes of the Sherman fire district properties.

No comments were made.

Supervisor Martha Bills, made the motion to move that the public hearing be closed at 7:27pm. Councilman David Spann seconded the motion. Councilman David Brown abstained from voting. This was unanimously carried.

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

**TOWN BOARD MEETING**  
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**PUBLIC HEARING**  
**(Westfield Fire Protection District)**

Supervisor Bills called the public hearing to order at 7:27pm in Eason Hall, 23 Elm Street, Westfield, NY, with the following members and guests present:

Supervisor:	Martha R. Bills	Guest:	Marion Eno	Cindy Trevelline
Councilmen:	David Brown		Don Eno	John Trevelline
	David Spann		Walter Piersol	Edward Slate
	James Herbert		Steve Rudnicki	

Absent: Will Northrop

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 proposed Westfield Fire Protection District budget contract totaling \$57,589.59 including in the total equipment amount of \$10,212.32 for payment #3 of 4 on Rescue Truck for 2020. Supervisor Bills provided a brief description of the budget highlighting that as always, this expense is split with the Village based on a ratio of land value and actual department costs. Supervisor Bills stated that the amount requested is less than the prior year. Payment #4 and final payment for the fire equipment will need to be put into next year's tentative budget for 2021 with a remaining balance of \$4,216.94 to use as payment for the Town's share.

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 7:31pm. Councilman David Brown seconded the motion. This was unanimously approved.

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

**TOWN BOARD MEETING**  
**Town of Westfield**  
**October 2, 2019**

The regular meeting of the Town Board of the Town of Westfield was called to order at 7:31pm in Eason Hall, 23 Elm Street, Westfield, NY, with the following members and guests present:

Supervisor:	Martha R. Bills	Guest:	Marion Eno	Cindy Trevelline
Councilmen:	David Brown		Don Eno	John Trevelline
	David Spann		Walter Piersol	Edward Slate
	James Herbert		Steve Rudnicki	

Absent: Will Northrop

Highway Superintendent: David Babcock

Code Officer: Bonnie Rae Strickland

**Pledge of Allegiance**

*Councilman James Herbert made a motion to waive the reading of the September 4, 2019 and September 11, 2019 minutes inasmuch as all members received a copy thereof and that the minutes be accepted. The motion was seconded by Councilman David Brown and carried unanimously.*

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**Reports:**

The Town Clerk's report together with a check in the amount of \$16,846.06 representing fees for the month of September 2019 was turned over to Supervisor Bills. A check for \$135.00 representing fees for the month of September to NYS Department of Health, Marriage Licenses and a check in the amount of \$67.00 was turned over to NYS Department of Agriculture and Markets and NYS Decals in the amount of \$4,312.14 will be withdrawn on the 15<sup>th</sup>.

Supervisor Bills presented the monthly report on the Town's finances for the month of September 2019. The Town has also received the financial stress score. It shows it is financially healthy for the Town's finances. All Board members have received a copy of the report for September 2019 and is accepted as submitted.

The Dog Warden's report for September 2019 was received and placed on file.

The Fire Department Report for August 2019 received.

The Town Court report for September 2019 was not received, court clerk is attending a conference

The WPD report for September 2019 was received and placed on file.

**Highway:**

- The Town Highway Superintendent submitted a written report on activities for September 2019 including blacktopping Douglas Rd, shouldering Douglas Rd and Pigeon Rd, roadside mowing, preparing to remove docks from the Pier within the next week while the weather is good, hauling sand for winter and fuel usage.

**Code Enforcement:**

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- The Code Enforcement Officer submitted a report for the month of September 2019. The report has been received and placed on file.
- Tractor Supply Company final walk through will be conducted on October 8<sup>th</sup>
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**Barcelona Harbor:**

- The Pier is closed for the season.
- Docks will start to be removed from the Pier.
- Thank you luncheon for the volunteers that volunteered at the light house this season will be held next week
- Removal of Casella's toter's and containers is scheduled for October 8th
- A yearly buoy paid applicant asked about the Paramount Pictures contract for the use of the Harbor September 3-7 and why a letter was not sent out to the applicant(s). To the Town's understanding buoy applicants were aware of the Pier closure. Signage was posted, along with Pier staff advising of the closure within a more than reasonable amount of time.

**Public Comment:**

**Announcements:**

- STW Fall Planning & Zoning Training  
(Wed, 6 November at JCC Olean Campus-Cutco Theater 4:00-8:30pm)  
(Thursday, 7 November at JCC Campus 4:00-8:30pm)
- Westfield Cemetery Tours walk or carriage ride through the Westfield Cemetery will be held on October 25<sup>th</sup> and October 26<sup>th</sup> from 6-10pm.
- Town Offices will be closed Tuesday November 5<sup>th</sup>, Election day.

**Old Business:**

- Waiting to hear from the Engineer, Clark Patterson Lee about when the Route 5 Water Benefit District #1 pre-construction meeting will be held. Once a pre-construction meeting is conducted, we will all know when the project will start and finish.
- A letter will be sent out to Route 5 Water Benefit District # 1 residents to explain what the resident needs to do prior to construction.
- Discussed the two loans and two grants for the Route 5 Water Benefit District #1.
- Security Camera bids for the Pier and Town Shop was discussed. Councilman David Brown made the motion to move forward with Computer Solutions out of Erie Pa to install the proposed bid quote that was received on August 16<sup>th</sup> bid opening. Two bids were received at bid opening.

**New Business:**

- The Town Clerk presented the tentative budget to the Town Board. Each board member received the tentative 2020 budget.
- Supervisor Martha Bills made the motion to set a Special Meeting for the 2020 Budget Workshop #2 on Tuesday October 22<sup>nd</sup> and any other business that may come before the board at 4:00pm. Seconded by Councilman James Herbert and carried unanimously.
- Supervisor Martha Bills made the motion to set a Public Hearing for the Preliminary Budget on Nov 6, 2019 at 7:20pm. Seconded by Councilman David Brown and carried unanimously.

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- Supervisor Martha Bills made the motion to set a Public Hearing for the Special Assessment Roll for Improvement Districts on Nov 6, 2019 at 7:25pm. Seconded by Councilman David Spann and carried unanimously.

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**Resolutions for 10/2/2019**

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

**Resolution No. 66 of 2019  
Town of Westfield**

**Authorization for the Supervisor to Sign the Sherman and Westfield Fire Protection District Contracts**

**RESOLVED**, that the Town Board of the Town of Westfield hereby authorizes the Town Supervisor to sign the 2020 contracts for the Sherman and Westfield Fire Protection Districts.

*This was seconded by Councilman James Herbert. Voting was as follows: Supervisor Martha Bills, aye; Councilman David Spann, aye; Councilman James Herbert, aye; Councilman David Brown abstained himself from voting.*

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

**Resolution No. 67 of 2019  
Town of Westfield**

**RESOLUTION WAIVING THE FEES ON MARRIAGE LICENSES FOR ACTIVE DUTY MEMBERS OF THE ARMED FORCES**

**WHEREAS**, on August 20, 2019, New York Governor Andrew Cuomo signed legislation waiving the State fee on marriage licenses for active duty members of the Armed Forces {S.3756/A.55} [“legislation”]; and

**WHEREAS**, the legislation also gives local governments freedom to waive the fees they charge for marriage license; and

**WHEREAS**, the Town of Westfield wishes to waive the fees charged on marriage licenses to active duty members of the Armed Forces;

**NOW, THEREFORE BE IT RESOLVED** that the Town of Westfield hereby formally waives the fees to be charged on marriage licenses for active duty members of the Armed Forces in accordance with New York State Law.

*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;*

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**TOWN BOARD MEETING**  
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*Supervisor Bills offered the following resolution and moved for its adoption*

**Resolution No.68 of 2019**  
**Town of Westfield**

**Chautauqua County Chamber of Commerce Interactive Sexual Harassment Training Video**

**RESOLVED**, The Town Board of the Town of Westfield hereby authorizes the use of the Chautauqua County Chamber of Commerce Training 360 Interactive NYS Compliant Workplace Sexual Harassment Training video. The Videos are compliant with the NYS requirement that trainings be interactive.

The Chautauqua County Chamber of Commerce Interactive Sexual Harassment training video can be used as the mandatory annual yearly training or the Town of Westfield employee(s) can attend the Village training that is held once a year by the Village of Westfield.

*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;*

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*Councilman David Spann made the motion to approve budget #3 for budget year 2019. Seconded by Supervisor Martha Bills and carried unanimously.*

**Budget Revision #3 for Budget Year 2019**

**Revision Description**

To move money from B funds contingent account to cover what the Town owes  
The Village Police protection based on the contract. The Town owes \$11,250.00  
what was budgeted was \$11,220.00

	Decrease Expenditures	Increase Expenditures
<b>Budget Journal</b>		
B Funds- (Part Town Fund)		
B 1990.400      Contingent Account DR	30.00	
B 3120.400      Police-Contractual CR		30.00
<b>Total B Fund</b>	30.00	30.00

**Revision Description**

To move money from the chips revenue line to cover the chips expense line  
In September 2019 the Town received \$88,832.14 of chips revenue as of October  
2019 chips money of \$181,678.95 was spent, the chips budget line is only \$128,036.00  
There is a difference of \$53,642.95.

	Decrease Expenditures	Increase Expenditures
<b>Budget Journal</b>		
DB Funds- (Highway Part Town Fund)		
DB 3501      Consolidated Highway Improvements DR	53,642.95	
DB 5112.400      Permanent Improvements-Chips CR		53,642.95
<b>Total DB Fund</b>	53,642.95	53,642.95

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*At 8:12pm Supervisor Bills moved and Councilman David Brown seconded a motion to audit the bills.*

Warrants dated October 2, 2019 (voucher #'s 502-572) in the amount of \$172,398.10 were drawn on the following funds:

General	\$23,722.17
General Part-Town	\$82.36
Highway	\$5,429.40
Highway Part-Town	\$143,136.33
Forest Park Sewer	\$24.87
North Town Water -Shorehaven	\$2.97

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Warrants dated October 2, 2019 (voucher #'s 12-14) in the amount of \$14,158.37 were drawn on the following funds:

Route 20 Water to Grape Discovery Capital Project	
H7-	\$14,158.37

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Warrants dated October 2, 2019 (voucher #'s 93-101) in the amount of \$6,097.26 were drawn on the following funds:

Welch Building	\$6,097.26
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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.***

There being no further business, at 8:42pm Supervisor Martha Bills moved and Councilman David Brown seconded a motion to move to executive session to discuss possible real-estate transfer. Unanimously carried.

At 9:05pm Supervisor Martha Bills moved and Councilman David Spann seconded a motion to return to regular session. Unanimously carried.

No action was taken.

There being no further business at 9:05pm Supervisor Martha Bills moved and Councilman David Brown seconded a motion to adjourn. Unanimously carried.

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