

**TOWN BOARD MEETING  
Town of Westfield  
November 6, 2019**

**PUBLIC HEARING  
(Town of Westfield 2020 Preliminary budget)**

Supervisor Bills called the public hearing to order at 7:20pm in Eason Hall, 23 Elm Street, Westfield, NY, with the following members and guests present:

Supervisor:	Martha R. Bills	Guest:	Marion Eno
Councilmen:	David Brown		Don Eno
	David Spann		Steve Rudnicki
	James Herbert		William Bauer
	Will Northrop		Two Westfield Central School Students

Highway Superintendent: David Babcock  
Code Officer: Bonnie Rae Strickland  
Attorney: Joel Seachrist

Supervisor Bills explained that the Public Hearing was being held to hear all persons in regard to the proposed 2020 Town Budget for the Town of Westfield. The total proposed Tax Levy is \$ 864,835 (amount to be raised by taxes) and is under the tax cap of 873,000. The tax rate for Town and Village residents is \$3.10, an increase of 8 cents from last year.

Supervisor Bills explained that the trash collection contract will need to be renewed in 2020 putting a 2 % increase in the budget for trash collection. Increase in cost of personnel, employee benefits, such as health insurance have also risen in cost to 8.3%. The proposed tax levy amount includes a 2% pay rate increase for employees.  
The board will take a hard look at what is needed going into future years, overall a very strong budget for 2020.

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 7:27pm.  
Councilman David Brown seconded the motion. Motion carried.

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

**TOWN BOARD MEETING**  
**Town of Westfield**  
**November 6, 2019**

**PUBLIC HEARING**  
**(Special Assessment Roll for Improved Districts)**

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
Councilmen:	David Brown		Don Eno
	David Spann		Steve Rudnicki
	James Herbert		William Bauer
	Will Northrop		Two Westfield Central School Students

Highway Superintendent: David Babcock  
Code Officer: Bonnie Rae Strickland  
Attorney: Joel Seachrist

Supervisor Bills opened the public hearing to discuss the proposed cost in 2020 for improvement districts including Operations & Maintenance accounts and the water or sewer charges for each district.

The Town board oversees all of the special districts. The Supervisor explained the amount needed for each district. Operations & Maintenance charges, water /sewer rates and rents for special improvement districts are levied and charged against those properties within Special Improvement Districts in the Town of Westfield Town and County tax bill.

The Town has one sewer district, Forest Park and several water districts. The sewer district, Forest Park has a 38year bond that will be paid off in 2020. The board needs to consider raising the Forest Park Operations & Maintenance from \$25.00 to \$50.00 for the 2021 budget to build up the sewer reserve for repairs and new pumps.

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 7:32pm. Councilman David Spann seconded the motion. Motion carried.

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

**TOWN BOARD MEETING  
Town of Westfield  
November 6, 2019**

The regular meeting of the Town Board of the Town of Westfield was called to order at 7:32pm in Eason Hall, 23 Elm Street, Westfield, NY, with the following members and guests present:

Supervisor:	Martha R. Bills	Guest:	Marion Eno
Councilmen:	David Brown		Don Eno
	David Spann		Steve Rudnicki
	James Herbert		William Bauer
	Will Northrop		Two Westfield Central School Students

Highway Superintendent: David Babcock  
Code Officer: Bonnie Rae Strickland  
Attorney: Joel Seachrist

**Pledge of Allegiance**

*Councilman James Herbert made a motion to waive the reading of the October 2, 2019, October 8, 2019 and the October 24, 2019 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:**

The Town Clerk's report together with a check in the amount of \$3600.03 representing fees for the month of September 2019 was turned over to Supervisor Bills. A check for \$67.50 representing fees for the month of September to NYS Department of Health, Marriage Licenses and a check in the amount of \$79.00 was turned over to NYS Department of Agriculture and Markets and NYS Decals in the amount of \$489.67 will be withdrawn on the 14<sup>th</sup>.

Supervisor Bills presented the monthly report on the Town's finances for the month of October 2019. All Board members have received a copy of the report for October 2019 and is accepted as submitted.

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

The Fire Department Report for September and October 2019 was received and placed on file.

The Town Court report for October 2019 was received and placed on file.

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

**Highway:**

- The Town Highway Superintendent submitted a written report on activities for October 2019 including gas and fuel usage, roadside mowing, mixing salt and sand for winter, getting plow trucks ready and helping the Village with paving on Nichols Ave. before Tractor Supply opens. Assisting the Village with the West Route 20 water line extension from the Grape Discovery Center to Mazza.

**Code Enforcement:**

- The Code Enforcement Officer submitted a report for the month of October 2019. The report has been received and placed on file.
- Tractor Supply's final walk through was conducted today, November 6<sup>th</sup>.

**TOWN BOARD MEETING  
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November 6, 2019**

**Barcelona Harbor:**

- The Pier is closed for the season.
- Councilman James Herbert presented the board with a photo of storm damage that occurred from the October 31 storm. Supervisor Bills will reach out to the Army Corp of Engineers to see if a representative can come out to assess the area and see if we qualify for aid. Further information will be forthcoming.

**Public Comment:**

- Don Eno asked about E. Lake Rd water project. A notice was sent out to Route 5 residents with contact information of those who will be doing the project, and asking the residents to reach out to the water department on English Street to get a blue flag and application for connecting to the new water service. A pre-construction meeting is the next step and we are hoping to hear from the Engineer by the end of this week with a date.

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

- Fall Planning & Zoning Conference  
(Thursday, 7 November at JCC 4:00-8:30pm)
- Christmas in the Village (22, 23, 24 November 2019)
- Tractor Supply Company ribbon cutting

**Old Business:**

- Councilman David Spann reviewed the wet lands for the Welch trail and the contract is ready for preliminary designs
- Ribbon cutting will be held on November 16<sup>th</sup> for Tractor Supply Company.
- Route 5 water district No. 1 was discussed in the public comment.
- Village and the Town continue to work on the West Main, Route 20 water line extension.

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**New Business:**

**Resolutions for 11/6/2019**

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

**Resolution No. 71 of 2019**  
Town of Westfield  
**Adoption of 2020 Town of Westfield Budget**

**BE IT RESOLVED**, the Town Board of the Town of Westfield hereby approves and adopts the 2020 Preliminary Budget as presented as the 2020 Town Budget.

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

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**TOWN BOARD MEETING  
Town of Westfield  
November 6, 2019**

*Councilman Will Northrop offered the following resolution and moved for its adoption*

**Resolution No. 72 of 2019  
Town of Westfield  
Approve the Special Improvement District Rolls**

**WHEREAS**, the Town Board of the Town of Westfield, Chautauqua County, has completed an assessment schedule in connection with the proposed capital budgets, operation and maintenance charges, rates and/or rents to be levied and charged against those properties within the Special Improvement Districts in the Town of Westfield during the calendar year 2020, and has filed the same with the Town Clerk, and

**WHEREAS**, the Town Board caused due notice of the completion of said assessment schedule and of the time and place wherein the Town Board would meet to hear and consider any objections to said assessment schedule, to be duly published according to law, and

**WHEREAS**, the Town Board did meet at Eason Hall, 23 Elm Street, Westfield, New York on November 6, 2019, the time and place specified in said notice and heard and considered all objections to said assessment schedule,

**THEREFORE, BE IT RESOLVED**, that the said assessment schedule for 2020 be and the same is hereby affirmed and adopted as originally proposed and filed in the office of the Town Clerk of the Town of Westfield.

*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.*

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

**Resolution No. 73 of 2019  
Town of Westfield  
RESOLUTION AUTHORIZING ADMINISTRATION OF THE WELCH TRAIL PROJECT**

**WHEREAS**, the Town of Westfield has received a grant from the Recreational Trails Program to construct a shared-use, recreational trail on the former Welch Building property; and

**WHEREAS**, various contracts, agreements, and other documents will need to be signed in order to complete the design and implementation phases of the project,

**NOW, THEREFORE, BE IT**

**RESOLVED**, the Town Board of the Town of Westfield hereby directs and authorizes the Supervisor to sign all necessary agreements and documents with Federal, State, and County agencies and/or for engineering and contractual services related to the design and implementation phases of the Welch Trail project.

*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.*

**TOWN BOARD MEETING  
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November 6, 2019**

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

**Resolution No. 74 of 2019  
Town of Westfield**

**RESOLUTION AUTHORIZING INTERMUNICIPAL AGREEMENT WITH TOWN OF RIPLEY**

**WHEREAS**, the Town of Westfield recognizes the need to co-operate with neighboring municipalities to more efficiently provide necessary services to our residents, and to work as best it can to with our neighbors as they try to do the same for their residents; and

**WHEREAS**, the General Municipal Law authorizes municipalities to entire into intermunicipal agreements to effectuate shared services; and

**WHEREAS**, the Town of Ripley is in need of assessor services until it can find a full-time Assessor; and

**WHEREAS**, the Town of Westfield employs personnel who are able and willing to temporarily provide assessing services to Ripley,

**NOW, THEREFORE, BE IT**

**RESOLVED**, the Town Board of the Town of Westfield hereby authorizes the Supervisor to sign an intermunicipal agreement with the Town of Ripley, by which the Town of Westfield will provide assessing services to the Town of Ripley for the remainder of 2019 (October 1,2019-December 31, 2019 at a prorated amount of \$5500.00) and 2020 for the annual sum of \$22,000.

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

**TOWN BOARD MEETING**  
**Town of Westfield**  
**November 6, 2019**

Subject:	Budget Revision #4 for Budget Year 2019		
<b>Revision Description</b>		Decrease	Increase
To move money from A funds contingent account to cover the cost of the new phones purchased from Consolidated Communications		Expenditures	Expenditures
<b>Budget Journal</b>			
A Funds (General Fund - Townwide)			
A 1990.400	Contingent Account DR	2,734.52	
A 1650.200	Central Communications System CR		2,734.52
<b>Total A Fund</b>		<b>2,734.52</b>	<b>2,734.52</b>
<b>Revision Description</b>		Decrease	Increase
To move money from the Unemployment Insurance Line in DA to cover the Machinery Personal Services line in DA for the last payroll in that line		Expenditures	Expenditures
<b>Budget Journal</b>			
DA Funds (Highway - Townwide Fund)			
DA 9050.800	Unemployment Insurance DR	426.44	
DA 5130.100	Machinery Personnel Services CR		426.44
<b>Total DB Fund</b>		<b>426.44</b>	<b>426.44</b>
<b>Revision Description</b>		Decrease	Increase
To move money from A Gifts and Donations to Transfer to Capital Project Fund H7- Water Project Route 20 To Grape Discovery and Mazza		Expenditures	Expenditures
<b>Budget Journal</b>			
A Funds (General Fund - Townwide)			
A 2750	Gifts and Donations DR	3,575.00	
A 9950.0	Transfer, Capital Projects Fund CR		3,575.00
<b>Total A Fund</b>		<b>3,575.00</b>	<b>3,575.00</b>
<b>Revision Description</b>		Decrease	Increase
To move the money from A into H7 to cover expenses that are being paid by Mazza's Gift and Donations of \$12,500.00 for getting water to their business		Expenditures	Expenditures
<b>Budget Journal</b>			
H7 Funds (Capital Project Route 20 Water Project to Grape Discovery & Mazza)			
H7-5031	Interfund Transfer DR	3,575.00	
H7-1440.200	Engineer Equip & Cap Outlay CR		1,250.00
H7-8397.200	Water Capital Proj, Equip & Cap Outlay CR		2,325.00
<b>Total A Fund</b>		<b>3,575.00</b>	<b>3,575.00</b>
<b>Revision Description</b>		Decrease	Increase
To move money from A funds contingent account to cover the expenses in the Assessors contractual line		Expenditures	Expenditures
<b>Budget Journal</b>			
A Funds (General Fund - Townwide)			
A 1990.400	Contingent Account DR	19.58	
A 1355.400	Assessors Contractual		19.58
<b>Total A Fund</b>		<b>19.58</b>	<b>19.58</b>
<b>Revision Description</b>		Decrease	Increase
To move money from A funds contingent account to cover the expenses in the Dog Controls contractual line		Expenditures	Expenditures
<b>Budget Journal</b>			
A Funds (General Fund - Townwide)			
A 1990.400	Contingent Account DR	72.62	
A 3510.400	Control of Dogs Contractual		72.62
<b>Total A Fund</b>		<b>72.62</b>	<b>72.62</b>
<b>Revision Description</b>		Decrease	Increase
To move money from A funds contingent account to cover the expenses in the Engineer Contractual line		Expenditures	Expenditures
<b>Budget Journal</b>			
A Funds (General Fund - Townwide)			
A 1990.400	Contingent Account DR	3,735.00	
A 1440.400	Engineer Contractual		3,735.00
<b>Total A Fund</b>		<b>3,735.00</b>	<b>3,735.00</b>

ACCEPTED 3/7/19

**TOWN BOARD MEETING**

**Town of Westfield**

**November 6, 2019**

*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.*

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*At 8:15pm Supervisor Bills moved and Councilman David Spann seconded a motion to audit the bills. Warrants dated November 6, 2019 (voucher #' 573-656) in the amount of \$95,983.97 were drawn on the following funds:*

General	\$63,756.74
General Part-Town	\$11,806.72
Highway	\$13,375.32
Highway Part-Town	\$7,024.43
Forest Park Sewer	\$18.02
North Town Water -Shorehaven	\$2.74

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Warrants dated November 6, 2019 (voucher #'s 16-18) in the amount of \$3,575.00 were drawn on the following funds: Prepaid Voucher # 15 in the amount of \$18,150.40 approved by the Town Board on 10/22/2019 total abstract \$21,725.40 for the month of October.

Route 20 Water to Grape Discovery Capital Project  
H7- \$3,575.00

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Warrants dated November 6, 2019 (voucher #'s 102-114) in the amount of \$18,739.27 were drawn on the following funds:

Welch Building \$18,739.27

***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 8:45pm Supervisor Martha Bills moved and Councilman David Brown seconded a motion to move to executive session to discuss pending litigation and a particular personnel history. Unanimously carried.

At 9:15pm 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 9:15pm Supervisor Martha Bills moved and Councilman David Brown seconded a motion to adjourn. Unanimously carried.

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

ACCEPTED 12/6/19