

TOWN BOARD MEETING
Town of Westfield
September 4th, 2019

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 and guests present:

Supervisor:	Martha Bills	Guest:	Don Eno	Marion Eno
Councilman:	David Spann		Tom Tarpley	Ed Slate
	James Herbert		William Bauer	Steve Rudnicki
	Will Northrop		Janet Nass	Brett Hastings, Geronimo Energy
				Todd Scott, Geronimo Energy

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

Absent: Councilman David Brown

Pledge of Allegiance

Councilman David Spann made a motion to waive the reading of the August 7, 2019 and August 27th, 2019 minutes inasmuch as all members received a copy thereof and that the minutes be accepted. The motion was seconded by Councilman Will Northrop and carried unanimously.

Reports:

Supervisor Bills presented the monthly report on the Town's finances for the month of August. The report is always available in the Supervisors office. All Board members have received a copy of the Town's finances and is accepted as submitted.

The Town Clerk's report together with a check in the amount of \$17,384.32 representing fees for the month of August 2019 was turned over to Deputy Supervisor Brown. A check for \$180.00 representing fees for the month of August to NYS Department of Health, Marriage Licenses and a check in the amount of \$81.00 was turned over to NYS Department of Agriculture and Markets and NYS Decals in the amount of \$2,372.58 will be withdrawn on the 15th.

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

The Fire Department Report for June 2019 was received and placed on file. July and August reports have not been received.

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

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

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Highway:

- Town Highway Superintendent David Babcock submitted a written report on activities for August 2019. The report has been received and placed on file.
- The Highway Superintendent highlighted on assisting other Towns with black topping and stoning, waterline West Route 20 and sluice pipe replacement on Jones Road and Taylor Road.

Code Enforcement:

- The Code Enforcement Officer submitted a report for the month of August 2019. The report has been received and placed on file.

Barcelona Harbor:

- Tentative closing date of September 15th, 2019. The Pier will be open for an extra week, with the Pier being closed for the week of September 3-7 for the filming of a movie. The docks will be left in after the Pier closes on the 15th. The Highway Department will take out the docks when the weather starts to change.

Public Comment:

- Geronimo Energy Representatives Brett Hastings and Todd Scott gave a presentation to the Town Board of a potential interest to specific land in the Town and what the benefits to both the Town and the property owner would be. Highlighted on the potential project overview, solar project details, estimated project location, what solar projects generally consist of, typical vegetation management, and key parts of solar facility construction. Renewable energy is located in Edina, MN with offices in Syracuse and Bliss NY.

Announcements:

- ‘First Friday’ (6 September 2019) Sponsored by the Chamber of Commerce (5pm)
- School Tax collection started on September 3rd, 2019
- First Responders parade and dedication, Saturday September 7, 2019 (2p.m.)

Old Business:

- Route 5 Water Benefit District #1, the Town has received congratulatory letter. This project will consist of two grants and two loans. A preconstruction meeting will be at a later date
- Route 20 Water District, the Highway Department is assisting the Village with the waterline extension on Route 20. The Town has applied to use waterline grant funds to extend further out Route 20.
- Welch Trail, working with the State Parks, DOT and Soil and Water for wetland delinations.

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New Business:

Councilman Will Northrop offered the following resolution and moved its adoption:

Resolution No.59 of 2019

BID AWARD

NYS ROUTE 5 WATER BENEFIT DISTRICT NO. 1

WHEREAS, the Town of Westfield received bids May 30, 2019 at 9:00 A.M. for the construction of approximately installation of 5,100 linear feet of new 12-inch and 850 linear feet of 8-inch watermain, valves, and hydrants along Route 5 in the Town of Westfield, New York; and

WHEREAS, DJM Contracting, Inc., of Hamburg, New York was the lowest responsible bidder at a cost of Seven Hundred and Six Thousand, Nine Hundred dollars and no cents (\$706,900.00) for the Base Bid (bid summary attached); and

WHEREAS, Clark Patterson Lee has completed a review of the low bidder and the bid tabulation; and

WHEREAS, Clark Patterson Lee recommends award of the contract to DJM Contracting, Inc.; and

WHEREAS, USDA Rural Development has reviewed bid documents and concur with award to DJM Contracting, Inc. per letter dated August 12, 2019; and

NOW THEREFORE BE IT RESOLVED, the Westfield Town Board hereby awards the bid to DJM Contracting, Inc. at a cost of Seven Hundred and Six Thousand, Nine Hundred dollars and no cents (\$706,900.00) for the Base Bid for construction of 12-inch and approximately 5,100 linear feet of 12-inch and 850 linear feet of 8-inch watermain along Route 5 as approval by the USDA-Rural Development-Rural Utility Service and the insurance and bonding being in place as approved by the Town Attorney; and

BE IT FURTHER RESOLVED, the Westfield Town Board hereby authorizes the Supervisor to execute the agreement with DJM Contracting, Inc. and to issue the Notice of Award once the aforementioned conditions are met.

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

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Councilman Will Northrop offered the following resolution and moved its adoption:

Resolution No. 60 of 2019

Town Clerk Appoints Deputy Town Clerk

RESOLVED, the Town Clerk of the Town of Westfield hereby appoints Bess Chimera as Deputy Town Clerk at a minimum of 4 hours a week at \$15.00 an hour not to exceed \$1500.00 for the 2019 calendar year.

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

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

Resolution No. 61 of 2019

NYS Magistrate Convention

RESOLVED, the Town Board of the Town of Westfield hereby authorizes the Town Justice to attend the NYS Magistrate Convention in Lake Placid, NY September 15, 2019 through September 18th, 2019 not to exceed the amount of \$525.00.

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

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

Resolution No.62 of 2019

Set Budget Workshop

RESOLVED, the Town Board of the Town of Westfield set a budget workshop date of Thursday, September 26th 2019 at 4:00pm to discuss the 2020 budget.

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

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Councilman James Herbert made the motion to approve budget #2 for budget year 2019. Seconded by Councilman David Will Northrop and carried unanimously.

Budget Revision #2 for Budget Year 2019

Revision Description

Moving the Insurance Recovery Revenue line to the DA Machinery Contractual Line to cover the expenses paid to Ottaway's Autobody for the hail damage on the 2019 Ford f-150

	Decrease Expenditures	Increase Expenditures
Budget Journal		
DA Funds- (Townwide)		
DA 2680 Insurance Recoveries DR		5,373.33
DA 51310.400 Machinery-Contractual CR	5,373.33	
Total DA Fund	5,373.33	5,373.33

Revision Description

To move money from the A funds contingent account to cover the Clark Patterson Lee Invoice 63698 for route 5 water district

	Decrease Expenditures	Increase Expenditures
Budget Journal		
A Funds- (General Fund Townwide)		
A 1990.400 Contingent Account DR		2,775.00
A 1440.400 Engineers-Contractual CR	2,775.00	
Total A Fund	2,775.00	2,775.00

Revision Description

To move money from B funds contingent account to cover the NYS retirement amount owed from B fund

	Decrease Expenditures	Increase Expenditures
Budget Journal		
B Funds- (Part Town Fund)		
B 1990.400 Contingent Account DR		470.84
A 9010.800 State Retirement	470.84	
Total A Fund	470.84	470.84

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Set Public Hearings:

- ***Councilman David Spann made the motion to set a Public Hearing for the Sherman Fire Protection District at 7:20pm and Westfield Fire Protection District at 7:25pm on October 2, 2019. Seconded by Councilman James Herbert and carried unanimously.***

At 8:40pm Councilman David Spann moved and Councilman Will Northrop seconded a motion to audit the bills and carried unanimously.

Warrants dated September 4, 2019(voucher #'s 453-501) in the amount of \$72,118.91 were drawn on the following funds:

General	\$18,483.72	North Town Water-Shorehaven	\$ 2.95
Highway	\$46,480.13	Forest Park Sewer	\$ 22.20
Highway Part-Town	\$ 7,129.91		

Warrants dated September 4, 2019(voucher #'s 84-92) in the amount of \$4,605.26(were drawn on the following funds:

Welch Building	\$4,605.26
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These warrants were presented and audited by the Board members. Supervisor Martha 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 Spann. Voting was as follows: Supervisor Bills, aye, Councilman Spann, aye; Councilman Herbert, aye; Councilman Northrop, aye. Motion carried.

There being no further business, at 9:05pm Supervisor Martha Bills moved and Councilman David Spann seconded a motion to move to executive session to discuss the sale or lease of Town property. Unanimously carried.

At 9:15 pm Supervisor Martha Bills made the motion to move out of executive session, and return to regular session. Seconded by Councilman David Spann and carried unanimously. No action was taken.

At 9:15 pm Supervisor Martha Bills moved and Councilman Will Northrop seconded a motion to adjourn and carried unanimously.

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