

TOWN BOARD MEETING
Town of Westfield
May 1, 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 R. Bills	Guest:	Don Eno
Councilmen:	David Brown		Marion Eno
	James Herbert		Janet Nass
	David Spann		William Bauer
	Will Northrop		

Highway Superintendent: David Babcock

Code Officer: Bonnie Rae Strickland

Pledge of Allegiance

Councilman David Brown made the motion to waive the reading of the April 3rd, 2019 minutes inasmuch as all members received a copy thereof and the minutes be accepted. Councilman Will Northrop seconded the motion. The motion was carried unanimously.

Reports:

Supervisor Bills presented the board with the April Supervisor's Treasurers monthly report. All Board members have received a copy of the final tax report on Tax collection. The AUD (Annual Updated Document) is complete and available in the Clerk's office.

The Town Clerk's report together with a check in the amount of \$3,084.67 representing fees for the month of April 2019 was turned over to Supervisor Bills. A check for \$45.00 representing fees for the month of April to NYS Department of Health, Marriage Licenses and a check in the amount of \$46.00 was turned over to NYS Department of Agriculture and Markets and NYS Decals in the amount of \$66.13 will be withdrawn on the 15th.

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

The Fire Department Report for February and March 2019 received and placed on file.

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

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

Highway:

Highway Superintendent highlighted on gas, fuel, cleaning winter equipment, yard work and sweeping roads. The Highway Superintendent's April report has been received and placed on file.

Code Enforcement:

The Code Enforcement Officer submitted a written report for April 2019 highlighting 5 permits issued in the Town, including attending meetings for the Town and the Village, inspections of projects and building projects as required performed.

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- Two Special Use Permit applications have been received
 - 5862 Douglas Rd to build a barn
 - 7625 Prospect Rd to put up a fence

Supervisor Martha Bills made the motion to refer the two Special Use Permits to the Town Planning Board. Seconded by Will Northrop and carried unanimously.

Councilman David Spann made the motion to set the Public Hearing for the Special Use Permit at 5862 Douglas Rd at 7:20pm. Seconded by Councilman James Herbert and carried unanimously.

Councilman Will Northrop made the motion to set the Public Hearing at 7:25pm for the Special Use Permit at 7625 Prospect Rd. Seconded by Councilman David Spann and carried unanimously.

The Code Office and the Town Clerk are working together to make sure that there are checks and balances set in place with record keeping. The two offices use the same software program. The Village does not use the same software program however the Code Office is looking to make it more uniform, since we are two entities.

Barcelona Harbor:

- Councilman and Harbor Committee member James Herbert said that the commercial boats are in the water and catching a lot of fish.
- The Pier will be open May 20th
- The Southtowns Walleye fishing tournament committee is seeking 4 volunteers for the upcoming tournament to help with the weighing of the fish, if anyone is interested.

Public Comment:

Where are we at with the Route 5 Water District?

- The Town is waiting to go out to bid mid-May.

Announcements:

- Spring Clean-up will be held May 4th 9:00am -1:00pm at the Transfer Station, Bourne St.
- E-Waste will be held May 11th 9:00am-1:00pm a charge of \$10.00 per CRT will be charged located at the Town Shop 118 Chestnut St.
- Rabies clinic will be held May 18th from 10:00am-12:00pm at the Town Shop, 118 Chestnut St'
- Chautauqua County Household Hazardous Waste Collection
- Assessor with the tentative assessment roll:
 - Thursday, May 9th 9:00am - 1:00pm, Saturday, May 11th 9am-1pm
 - Monday, May 13th 12:00pm- 4:00pm, Thursday, May 16th 4pm-8pm
- The Board of Assessment Review will meet on May 28, 2019 (2:00pm - 4:00pm), (6:00pm-8:00pm)

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- Farmers Market, Saturday May 25th 9:00am-2:00pm
- Memorial Day Parade 10:30am Monday, May 27th 2019/(Participants gather @ 10:00am in Moore Park)
- First Responder ground breaking ceremony will be held Friday May 10, 2019 @ 1:00pm where the Portage Inn used to be at.

Project Updates:

- Route 5 Water District, The Town is waiting to go out to bid mid-May.
- Route 20 Water District, Grape Discovery Center waterline extension will advertise for material bids in mid-May. Edward LeBarron PWD Superintendent and David Babcock Highway Superintendent will be doing the project. Reviewing the bid list for materials.
- Welch Trail, the Town, Village and County representatives will meet to discuss the SEQR.

New Business:

PARTNERS IN KIND BENCH REQUEST:

Councilman Will Northrop made the motion to approve the request by Partners in Kind Committee Chair Larry Fiorella to place a bench at the Barcelona Pier contingent upon the final conditions being provided to the Town in terms of location, what it looks like and other related specifications for “it’s cool to be kind day” on May 25, 2019. *Councilman David Brown seconded the motion and carried unanimously.*

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

**Resolution #34 of 2019
TOWN OF WESTFIELD
SHOREHAVEN WATER DISTRICT
RETURN OF RURAL DEVELOPMENT GRANT FUNDS**

WHEREAS, the Town of Westfield has completed construction of the Shorehaven Water District Project; and

WHEREAS, the Town Board of Trustees of the Town of Westfield has received all final costs related to the construction of the Shorehaven Water District;

WHEREAS, the Town Board of Trustees of the Town of Westfield has \$36.42 of Rural Development grant proceeds that are not anticipated to be used after all final costs and wish-list items have been accounted for; and therefore, be it

RESOLVED, that the Town Board of Trustees of the Town of Westfield intends to return \$36.42 of grant proceeds back to Rural Development.

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I, Andrea Babcock, Town Clerk of the Town of Westfield, do hereby certify that the aforementioned resolution was adopted by the Town Board of Trustees of the Town of Westfield on MAY 1, 2019, by the following vote:

	AYE	NAY
Martha Bills, Supervisor	_x_	___
Dr. David Brown, Deputy Supervisor /Councilman	_x_	___
David Spann, Councilman	_x_	___
James Herbert, Councilman	_x_	___
Will Northrup, Councilman	_x_	___

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

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

**Resolution #35 of 2019
Town of Westfield**

License agreement with State Parks and Recreation (Lighthouse Keeper's Cottage)

BE IT RESOLVED, that the Town Board of the Town of Westfield hereby authorizes the Town Supervisor to sign a License Agreement with State Parks and Recreation for the use of the Light House, Keeper's Cottage

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

Warrants dated May 1, 2019 (voucher #'s 195-243) in the amount of \$56,314.11 were drawn on the following funds:

General	\$30,768.33	Forest Park Sewer	\$17.08
General Part-Town	\$11,775.42	Forest Park Sewer	
Highway	\$13,403.28		
Highway Part-Town	\$ 350.00		

Warrants dated May 2, 2018 (voucher #'s 39-48) in the amount of \$9,011.47 (were drawn on the following funds:

Welch Building	\$9,011.47
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These were presented and audited by the board members. Supervisor Martha Bills moved and Councilman David Brown seconded a motion that the Supervisor be directed to draw the necessary checks to cover the warrant as audited. Voting was as follows: Supervisor Martha Bills, aye; Councilman David Brown, aye; Councilman James Herbert, aye; Councilman David Spann, aye; Councilman Will Northrop, aye;

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There being no further business, at 8:25pm Supervisor Martha Bills moved and Councilman David Spann seconded a motion to move into executive session to discuss property acquisition. Unanimously carried.

At 8:45pm Councilman Will Northrop moved and Councilman David Brown seconded a motion to return to regular session. Unanimously carried.

No action was taken.

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

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