

**TOWN BOARD MEETING**

**Town of Westfield**

**February 5<sup>th</sup>, 2020**

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:	William Baurer
Councilmen:	David Brown		Don Eno
	David Spann		Paige Deloe
	Will Northrop		Joseph Cunningham
	James Herbert		Richard Rupczyk

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

**Pledge of Allegiance**

*Councilman David Brown made the motion to amend Resolution No. 3 “Designation of Banks” to read RESOLVED, that the Community Bank of Westfield, M&T Bank of Jamestown and Mayville, MBIA Class, are hereby designated as depositories in which the Supervisor, Town Clerk, Deputy Town Clerk, Tax Collector and Court Clerk shall deposit all monies coming into their hands. (omitted Key Bank of Westfield, the bank is no longer in Westfield). Seconded by Councilman David Spann.*

*Councilman David Brown made the motion to accept the January 8<sup>th</sup>, 2020 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 monthly report on the Town’s finances for the month of January. The report is always available in the Supervisors office. Everyone is welcome to view. All Board members have received a copy of the report for January and is accepted as submitted. Received storm damage relief fund from DASNY for the July 2015 storm in the amount of \$135,745.00.

The Town Clerk’s report together with a check in the amount of \$2,523.50 representing fees for the month of January 2020 was turned over to the Town Supervisor. A check for \$45.00 representing fees for the month of January to NYS Department of Health, Marriage Licenses and a check in the amount of \$45.00 was turned over to NYS Department of Agriculture and Markets and NYS Decals in the amount of \$0.00 will be withdrawn on the 15<sup>th</sup>.

The Dog Warden’s report for January 2020 was received and placed on file.

The Fire Department Report for November and December 2019 and January 2020 was received and placed on file.

The Town Court report for January 2020 was received and placed on file.

The WPD report for January 2020 was received and placed on file.

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February 5<sup>th</sup>, 2020

### Highway:

The Highway Superintendent submitted a written report along with a 5 year equipment plan. The report has been accepted and placed on file.

- Highway Superintendent, David Babcock talked to the board about trading in 2017 John Deere 624K II Loader-679217 (\$140,000.00) and purchase a new loader.
- Highway Superintendent had three bids for the Town Board with the cost difference for the trade in:
  - Five Star Equipment John Deere- \$40,920.00
  - Monroe Tractor Case- \$49,286.00
  - Milton Cat- \$66,750.00

Councilman David Brown made the motion to accept the Five Star bid to trade in the 2017 John Deere 624K II Loader-679217 (\$140,000.00) and purchase a new 2020 John Deere 624L Wheel Loader-Sourcewell contract 032515-JDC-NYS OGS (\$180,920.00) for a total cost of \$40,920.00. Councilman Will Northrop, seconded the motion and carried unanimously.

### Code Enforcement:

The Code Enforcement Officer submitted a written report for January 2020 highlighting. The report has been accepted and placed on file.

- A NYS Insurance Adjustment Investigator was in the office to discuss and view photos of hail damage to properties from last year's hail storm.

### Barcelona Harbor:

Closed for the Season

High water levels and debris are near the break wall. Funding is available for dredging. The Army Corp of Engineers sent pictures of soundings that were done in November, a lot of damage occurred along Lake Erie on October 31. More information will be forthcoming after an evaluation by the USACE.

### Public Comment:

Don Eno thanked the Town Board for all of the hard work to get the Route 5 water project underway. Pipe is being stored at the Pier. Equipment will be stored at Ottaway Park. Waiting on a traffic light. The project is looking to start as of Monday February 10<sup>th</sup> weather dependent.

### Announcements:

- Taxes: February 5- February 29, 2020- 1% on original bill  
March 1 thru April 1, 2020- 2% on original bill
- Lake Erie Outdoor & Fishing Show will be held April 25, 2020 in Dunkirk NY at the Clarion Hotel Marina & Conference Center from 9am-3pm. If anyone is interested applications are available in the Town office.

**TOWN BOARD MEETING**

**Town of Westfield**

**February 5<sup>th</sup>, 2020**

**Project Updates:**

- A conference call will take place in February to discuss segments of the Welch Trail project.
- Waiting for a 1 ½ inch meter for water hookup for Route 20 waterline extension to Mazza Winery.
- Route 5 water district No. 1, pipe is being stored at the Pier. Equipment will be stored at Ottaway Park. Contractor DJM is waiting on a traffic light. The project is looking to start as of Monday February 10<sup>th</sup> weather dependent.

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**New Business:**

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

**Resolution No. 13 of 2020  
TOWN OF WESTFIELD  
Audit of 2019 Financial Records**

**RESOLVED**, that on January 14, 2020 the Westfield Town Board met for the purpose of auditing the 2019 Town financial records.

**BE IT FURTHER RESOLVED**, that on January 14, 2020 Town Departments, Town Clerk, Town Supervisor and Town Justices submitted their records for examination.

**BE IT FURTHER RESOLVED** Westfield Town Justices submitted for examination of 2019 court dockets and records. All fines and fees that were collected by the Town Court have been turned over to the proper officials. A report has been prepared using the comptroller’s suggested “Checklist for Initial Review of Justice Court Records”.

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

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

**Resolution No. 14 of 2020  
TOWN OF WESTFIELD  
Annual Review of Shared Services Highway Agreement w/County**

**RESOLVED**, that the Town Board of Westfield after thorough review of the County’s *Shared Highway Services Agreement* agrees to keep the document in place for the next year.

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

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

**Resolution No. 15 of 2020  
TOWN OF WESTFIELD  
Set a public hearing for Local Law NO. 1 of 2020  
Opting out of the Tax Exemptions provided by section 487 of the Real Property Tax Law**

**RESOLVED**, The Town Board of the Town of Westfield hereby sets a public hearing on March 4, 2020 at 7:30pm to hear all interested parties of proposed Local Law No. 1 of 2020. A Local Law opting out of the Tax Exemptions provided by section 487 of the Real Property Tax Law.

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

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

Subject:	Budget Revision #7 for Budget Year 2019		
<b>Revision Description</b>		Decrease	Increase
To move money from A funds contingent account to cover the cost of the security cameras at the Highway Garage		Expenditures	Expenditures
<b>Budget Journal</b>			
A Funds (General Fund - Townwide)			
A 1990.400	Contingent Account DR	4,758.00	
A 5132.200	Garage- Equip & Cap Outlay		4,758.00
<b>Total A Fund</b>		<b>4,758.00</b>	<b>4,758.00</b>
<b>Revision Description</b>		Decrease	Increase
To move money from A funds contingent account to cover the cost of the security cameras at the Pier		Expenditures	Expenditures
A Funds (General Fund - Townwide)			
A 1990.400	Contingent Account DR	1,058.00	
A 7180.200	Parks & Recreation - Equipment		1,058.00
<b>Total A Fund</b>		<b>1,058.00</b>	<b>1,058.00</b>

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

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*At 9:05pm Supervisor Bills moved and Councilman David Spann seconded a motion to audit the bills*

Warrants dated February 5, 2020 (voucher #'s 784-786) in the amount of \$11,834.51 were drawn on the following funds:

General	\$11,834.51
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Warrants dated February 5, 2020 (voucher #'s 27-87) in the amount of \$80,510.62 were drawn on the following funds:

General	\$53,491.59
General Part-Town	\$18,332.78
Highway-Town	\$8,654.73
Forest Park Sewer	\$28.96
North Town Water-Shorehaven	\$2.56

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Warrants dated February 5, 2020 (voucher #'s 2-4) in the amount of \$9,452.59 were drawn on the following funds:

Route 20 to Grape Discovery	\$9,452.59
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Warrants dated February 5, 2020 (voucher #'s 11-18) in the amount of \$5,618.43 were drawn on the following funds:

Welch Bldg.	\$5,618.43
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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 Spann. Voting was as follows: Supervisor Bills, aye, aye; Councilman David Spann, aye; Councilman Will Northrop, aye.**

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There being no further business, at 8:04pm Supervisor Martha Bills moved and Councilman David Spann seconded a motion to move to executive session to discuss potential litigation including Town Attorney Joel Seachrist. Unanimously carried.

At 8:40pm 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 8:48pm Councilman David Brown moved and Councilman Will Northrop seconded a motion to adjourn. Unanimously carried.

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