

**TOWN BOARD MEETING**

**Town of Westfield**

**October 7, 2020**

**PUBLIC HEARING**

Town of Westfield

**Public Hearing to modify an existing Special Use Permit issued on June 17, 2017 for Moose Lodge  
118 Campground located at 8312 West Lake Rd**

Supervisor Bills called the public hearing to order at 7:15pm in Eason Hall, 23 Elm Street, Westfield, NY, with the following members and guests present: Practiced social distancing, six feet apart, masks were worn, NYS sanitizer available and used during the COVID-19 pandemic and adhered to NYS Governor's guidelines.

Supervisor:	Martha R. Bills	Guest:	Grant Richard	William Bauer
Councilmen:	David Brown		Silvia Ondreako	Mary Gross
	David Spann		Gary Hemmer	Rosemary Fisher
	James Herbert		Jim Letham	
Absent:	Will Northrop		Sondra Letham	

Highway Superintendent: David Babcock

Code Officer: Bonnie Rae Strickland

Town Attorney: Joel Seachrist

Supervisor Bills opened the Public Hearing to hear all persons in regards to hear all persons in regards to the proposed modification.

Proof of Publication of the public hearing from the Town Clerk was available.

Moose Lodge 118 applicant Gary Hemmer was present to provide an overview of the application. The applicant is still waiting for a site plan from the engineer. More information will be forthcoming.

Area residents voiced concerns regarding noise, hours of operation, number of guests and the number of sites, congestion, and asked if an environmental study was conducted for the additional campsite and beach use.

The Town Planning Board has reviewed the application and recommended to the Town Board members for their review and disposition on September 16, 2020.

The County Planning Board letter has not been received.

At 7:30pm Supervisor Bills made the motion to adjourn the public hearing pending receipt of a site plan from the Moose lodge. The Public Hearing will reconvene at a later date. Councilman David Spann seconded the motion. This was unanimously approved.

Respectfully submitted,

*//original signed//*

Andrea L. Babcock, Town Clerk

**TOWN BOARD MEETING  
Town of Westfield  
October 7, 2020**

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

Supervisor Bills called the public hearing to order at 7:30pm in Eason Hall, 23 Elm Street, Westfield, NY, with the following members and guests present: Practiced social distancing, six feet apart, masks were worn, NYS sanitizer available and used during the COVID-19 pandemic and adhered to NYS Governor's guidelines.

Supervisor:	Martha R. Bills	Guest:	Grant Richard	William Bauer
Councilmen:	David Brown		Silvia Ondreako	Mary Gross
	David Spann		Gary Hemmer	Rosemary Fisher
	James Herbert		Jim Letham	
Absent:	Will Northrop		Sondra Letham	

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

Public Hearing was held to hear all persons in regard to the proposed Sherman Fire Protection District budget of \$10,592.07 for 2021. This is no increase from the previous year.

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

Councilman David Brown, spoke on behalf of the Sherman Fire Protection District. Sherman contracts with Chautauqua, Mina, and Westfield. The agreement amount is for the same amount as last year \$10,592.07. Supervisor Bills thanked the Sherman Fire Protection District for their service including requesting the same amount as last year, especially during this time when everyone is struggling with budgets due to COVID-19.

The agreement amount will 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.

Councilman James Herbert, 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**

**Town of Westfield**

**October 7, 2020**

**PUBLIC HEARING**

**(Westfield Fire Protection District)**

Supervisor Bills called the public hearing to order at 7:31pm in Eason Hall, 23 Elm Street, Westfield, NY, with the following members and guests present: Practiced social distancing, six feet apart, masks were worn, NYS sanitizer available and used during the COVID-19 pandemic and adhered to NYS Governor's guidelines.

Supervisor:	Martha R. Bills	Guest:	Grant Richard	William Bauer
Councilmen:	David Brown		Silvia Ondreako	Mary Gross
	David Spann		Gary Hemmer	Rosemary Fisher
	James Herbert		Jim Letham	
Absent:	Will Northrop		Sondra Letham	

Highway Superintendent: David Babcock

Code Officer: Bonnie Rae Strickland

Town Attorney: Joel Seachrist

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 \$50,888.50 including in the total prorated shares of \$46,671.56 and payment No.4 of 4 on rescue truck. 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.

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 7:35pm. Councilman David Spann seconded the motion. This was unanimously approved.

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

**TOWN BOARD MEETING**  
**Town of Westfield**  
**October 7, 2020**

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: Practiced social distancing, six feet apart, masks were worn, NYS sanitizer available and used during the COVID-19 pandemic and adhered to NYS Governor's guidelines.

Supervisor:	Martha R. Bills	Guest:	Grant Richard	William Bauer
Councilmen:	David Brown		Silvia Ondreako	Mary Gross
	David Spann		Gary Hemmer	Rosemary Fisher
	James Herbert		Jim Letham	
Absent:	Will Northrop		Sondra Letham	

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

**Pledge of Allegiance**

*Councilman David Spann made a motion to waive the reading of the September 9, 2020 and September 29, 2020 minutes inasmuch as all members received a copy thereof and that the minutes be accepted. The motion was seconded by Councilman James Herbert and carried unanimously.*

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**Reports:**

Supervisor Bills presented the monthly report on the Town's finances for the month of September 2020. 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 2020 and is accepted as submitted. Received CHIPS money today, 20% less than expected. The County received the first sales tax distribution for the month of October for economic activity in the months of August and September. The payment is 35% more than last year and the quarter to date is now 4% more than last year with the Town's fourth quarter payment to be received in mid-November.

Discussed a letter that was received from the Southwestern Regional Emergency Medical Council for the certificate of need for the county EMS service. The board needs to respond by October 14th. Councilman David Brown made the motion to support the certificate of need to operate. Seconded by James Herbert and carried unanimously.

The Town Clerk's report together with a check in the amount of \$4,830.25 representing fees for the month of September 2020 was turned over to Supervisor Bills. A check for \$90.00 representing fees for the month of September to NYS Department of Health, Marriage Licenses and a check in the amount of \$86.00 was turned over to NYS Department of Agriculture and Markets and NYS Decals in the amount of \$4,145.15 will be withdrawn on the 15<sup>th</sup>.

- On Saturday October 3<sup>rd</sup>, 2020 from 10:00-2:00pm a drive-in rabies clinic was held at 118 Chestnut St at the Town Highway Shop. The drive-in rabies clinic was the first drive-in clinic held in Chautauqua County. The clinic was open to Westfield Village and Town residents only. 75 total animals, 39 dogs and 36 cats were vaccinated. Pre-registration was required which included fifteen animals for every thirty minutes. It was a very smooth clinic and look forward to having another drive-in clinic next year. This may be something to do going forward. The animals were very calm along with the animal's owners.

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- Fall Clean-up was held at the Transfer Station on Bourne St on Saturday October 3, 2020 from 9:00am-1:00pm.

The Dog Warden's report for September 2020 was not received.

The Fire Department Report for September 2020 was received and placed on file.

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

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

**Highway:**

- The Town Highway Superintendent submitted a written report on activities for September 2020.
- Roadside mowing, ditching and working on the Welch Trail.
- A Pipe washed out on Jillson Road. The washed out pipe is a 48 inch pipe and 80 feet long. Looking to fix it this year with an estimated cost of 4200.00 before the snow comes.
- The Highway Department assisted with the Kayak launch and the kayak launch is completed.
- Received a quote from Signature seal coating to line the Pier Parking lot. Discussed potentially buying a piece of equipment or bidding it out for next year.

**Code Enforcement:**

- The Code Enforcement Officer submitted a report for the month of September 2020. The report has been received and placed on file.

**Barcelona Harbor:**

- The Pier is closed for the season.

**Public Comment:**

A Barcelona resident read a letter to the board of concerns of Barcelona Beach. A copy was given to the Town Clerk. Councilman David Spann said that the board will discuss the concerns and will work on it and are going to put something together over the winter months for the upcoming season. Supervisor Bills received a letter from Local Waterfront Revitalizations Program stating the Local Waterfront Revitalization program is moving forward with the Department of State. The lake front plan runs from Ripley all the way to Silver Creek. It is a visioning process and planning. More information will be forthcoming.

- Route 5 speed limit concerns were discussed. Route 5 is a State Road and needs to be addressed with the State the Town does not have control over the speed limit.
- Is coastal area being addressed? The board should learn more as the information is available.

**Announcements:**

- Police reform group. If any Town Board members or community members are interested in being on a committee please let Supervisor Bills know.
- Supervisor Bills and Town Clerk Andrea Babcock listened to the Association of Towns "NYS Public Employer Mandatory Emergency Planning Requirement" webinar. On Labor Day, Governor Cuomo signed legislation requiring all public employers to create contingency operation plans to protect workers in future health emergencies. More information will be forth coming and this is something that must be completed and available.

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**Old Business:**

- Waiting for bills to be turned in for Route 5 District No.1 water project.
- Route 5 Water District No. 2 is being reviewed.
- Working on the plans for Welch Trail.
- LWRP (Local Water Front Revitalization Plan) will be starting back up again.

**New Business:**

- The Town Clerk presented the tentative budget to the Town Board. Each board member received the tentative 2021 budget.
- Supervisor Martha Bills made the motion to set a Special Meeting for the 2021 Budget Workshop #2 on Tuesday October 27<sup>th</sup> and any other business that may come before the board at 4:00pm. Seconded by Councilman David Brown and carried unanimously.
- Supervisor Martha Bills made the motion to set a Public Hearing for the Preliminary Budget on Nov 4, 2020 at 7:20pm. Seconded by Councilman David Brown and carried unanimously.
- Councilman David Spann made the motion to set a Public Hearing for the Special Assessment Roll for Improvement Districts on Nov 4, 2020 at 7:25pm. Seconded by Councilman James Herbert and carried unanimously.

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**Resolutions for 10/7/2020**

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

**Resolution No. 53 of 2020**  
**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 2021 contracts for the Sherman and Westfield Fire Protection Districts.

*This was seconded by Councilman David Spann. 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.54 of 2020**  
**Town of Westfield**

**Zoning Board of Appeals Board Member Resignation**

**Resolved**, the Town Board of the Town of Westfield hereby regretfully accepts the resignation of Melinda Johnson to the Zoning Board of Appeals as a Zoning Board of Appeals board member.

*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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***Councilman David Brown made the motion to approve budget #6 for budget year 2020. Seconded by Councilman David Spann and carried unanimously.***

Subject:	Budget Revision #6 for Budget Year 2020				
<b>Revision Description</b>			Decrease		Increase
To move \$5,892.06 from A Fund Balance To Cover the Cost of ADA Kayak Launch Expenditures					Expenditures
<b>Budget Journal</b>					
A Funds (General Fund - Townwide)					
A 599		Appropriated Fund Balance	5,892.06		
A 7180.200		Parks & Recreation - Equipment			5,892.06
<b>Total A Fund</b>			<b>5,892.06</b>		<b>5,892.06</b>

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***At 8:34pm Supervisor Bills moved and Councilman David Brown seconded a motion to audit the bills. Warrants dated October 7, 2020 (voucher #'s 524-568) in the amount of \$29,886.38 were drawn on the following funds:***

General	\$19,176.71	Shorehaven Water Project	\$2.57
General Part-Town	\$70.96	Forest Park Sewer	\$27.90
Highway	\$6,466.34		
Highway Part-Town	\$4,141.90		

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Warrants dated October 7, 2020 (Voucher # 19-20) in the amount of \$1,822.00 were drawn on the following funds:

Route 5 Water Benefit District#1 Capital Project  
H8- \$1,822.00

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Warrants dated October 7, 2020 (Voucher # 21) in the amount of \$2,660.83 were drawn on the following funds:

Route 5 Water Benefit District#1 Capital Project  
H8- \$2,660.83

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Warrants dated October 7, 2020(voucher #'s 79-86) in the amount of \$4,911.15 were drawn on the following funds:

Welch Building \$4,911.15

***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 8:50pm Supervisor Martha Bills moved and Councilman David Brown seconded a motion to adjourn. Unanimously carried.

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