

TOWN BOARD MEETING

Town of Westfield

November 3, 2021

PUBLIC HEARING

(Town of Westfield 2021 Preliminary budget)

Supervisor Bills called the public hearing to order at 7:20pm in Eason Hall North Room, 23 Elm Street, Westfield, NY, with the following members and guests present: Practiced social distancing, six feet and adhered to CDC guidelines.

| | | | | |
|-------------|-----------------|--------|----------------------------|-------------------|
| Supervisor: | Martha R. Bills | Guest: | Colleen Clancy | Dominic Quagliana |
| Councilmen: | David Brown | | Michael VandeVelde-Mayor | Logan Whitesell |
| | David Spann | | Caleb Gornikiewicz | |
| | James Herbert | | Ethan Perdue | |
| | Will Northrop | | Jack Wolfe | |
| | | | Marybelle Beigh, Historian | |

Highway Superintendent: David Babcock

Supervisor Bills explained that the Public Hearing was being held to hear all persons in regard to the proposed 2022 Town Budget for the Town of Westfield. Supervisor Bills thanked all of the Department heads for containing costs. Costs are rising in all departments. The board has met a few times to discuss the 2022 budget. The total proposed Tax Levy is \$910,446 (amount to be raised by taxes) and is under the State imposed tax cap (1.56%). The tax rate for Town and Village residents is \$3.22 per \$1000 valuation.

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

No comments were made.

Councilman David Brown made the motion to move that the public hearing be closed at 7:25pm. Councilman Will Northrop seconded the motion. Motion carried.

Respectfully submitted,

//original signed//

Andrea L Babcock, Town Clerk

**TOWN BOARD MEETING
Town of Westfield
November 3, 2021**

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

Supervisor Bills called the public hearing to order at 7:25pm in Eason Hall North Room, 23 Elm Street, Westfield, NY, with the following members and guests present: Practiced social distancing, six feet and adhered to CDC guidelines.

| | | | | |
|-------------|-----------------|--------|----------------------------|-------------------|
| Supervisor: | Martha R. Bills | Guest: | Colleen Clancy | Dominic Quagliana |
| Councilmen: | David Brown | | Michael VandeVelde-Mayor | Logan Whitesell |
| | David Spann | | Caleb Gornikiewicz | |
| | James Herbert | | Ethan Perdue | |
| | Will Northrop | | Jack Wolfe | |
| | | | Marybelle Beigh, Historian | |

Highway Superintendent: David Babcock

Supervisor Bills opened the public hearing to discuss the proposed cost in 2022 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 had a 38year bond and was paid off in 2020.

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

No comments were made.

Supervisor Bills made the motion to move that the public hearing be closed at 7:28pm. Councilman David Brown seconded the motion. Motion carried.

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

**TOWN BOARD MEETING
Town of Westfield
November 3, 2021**

**PUBLIC HEARING
Town of Westfield**

Public Hearing, Colleen Clancy, Jones Rd, to construct a storage building

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 and adhered to CDC guidelines.

| | | | | |
|-------------|-----------------|--------|----------------------------|-------------------|
| Supervisor: | Martha R. Bills | Guest: | Colleen Clancy | Dominic Quagliana |
| Councilmen: | David Brown | | Michael VandeVelde-Mayor | Logan Whitesell |
| | David Spann | | Caleb Gornikiewicz | |
| | James Herbert | | Ethan Perdue | |
| | Will Northrop | | Jack Wolfe | |
| | | | Marybelle Beigh, Historian | |

Highway Superintendent: David Babcock

Supervisor Bills opened the Public Hearing to hear all persons in regards to hear all persons in regards to the proposed Special Use Permit.

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

Applicant Colleen Clancy was present. The shed will be used for storage only.

The Town Planning Board has reviewed the application and recommended to the Town Board members for their review and disposition on October 13, 2021.

At 7:34pm Supervisor Bills made the motion to adjourn the public hearing. Councilman David Brown seconded the motion. This was unanimously approved.

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

TOWN BOARD MEETING

Town of Westfield

November 3, 2021

The regular meeting of the Town Board of the Town of Westfield was called to order at 7:35pm in Eason Hall North Room, 23 Elm Street, Westfield, NY, with the following members and guests present Practiced social distancing, six feet and adhered to CDC guidelines.:

| | | | | |
|-------------|-----------------|--------|--------------------------|-------------------|
| Supervisor: | Martha R. Bills | Guest: | Colleen Clancy | Dominic Quagliana |
| Councilmen: | David Brown | | Michael VandeVelde-Mayor | Logan Whitesell |
| | David Spann | | Caleb Gornikiewicz | |
| | James Herbert | | Ethan Perdue | |
| | Will Northrop | | Jack Wolfe | |

Highway Superintendent: David Babcock

Historian: Marybelle Beigh

Pledge of Allegiance

Councilman David Brown made a motion to waive the reading of the October 3, 2021 and the October 26, 2021 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.

Reports:

Supervisor Bills presented the monthly report on the Town’s finances for the month of October 2021. All Board members have received a copy of the report for October 2021 and is accepted as submitted. Received the final sales tax revenue.

The Town Clerk’s report together with a check in the amount of \$4011.66 representing fees for the month of October 2021 was turned over to Supervisor Bills. A check for \$67.50 representing fees for the month of October to NYS Department of Health, Marriage Licenses and a check in the amount of \$76.00 was turned over to NYS Department of Agriculture and Markets and NYS Decals in the amount of \$491.34 will be withdrawn on the 13th.

The Dog Warden’s report for October 2021 was not received.

The Historian’s report for October 2021 was received and placed on file.

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

The Town Court report for October 2021 was received and placed on file.

The WPD report for October 2021 was received and placed on file.

Highway:

- The Town Highway Superintendent submitted a written report on activities for October 2021 including gas and fuel usage, roadside mowing completed, ditching, winterized the harbor.

Code Enforcement:

- The Code Enforcement Officer submitted a report for the month of October 2021. The report has been received and placed on file.

**TOWN BOARD MEETING
Town of Westfield
November 3, 2021**

Barcelona Harbor:

- The Pier is closed for the season.

Public Comment:

- None

Announcements:

- South Ripley Solar Project Community meeting,
Wednesday, 10 November, 2021 at 8:00am-10:30am and 5:00pm-7:30pm

Old Business:

- Route 5 Water District No. 2
- Welch Trail, materials have been received.
- LWRP (Local Water Front Revitalization Plan)

New Business:

Resolutions for 11/3/2021

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

Resolution No. 57 of 2021

Town of Westfield

Adoption of 2022 Town of Westfield Budget

BE IT RESOLVED, the Town Board of the Town of Westfield hereby approves and adopts the 2022 Preliminary Budget as presented as the 2022 Town Budget.

This 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.

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

Resolution No. 58 of 2021

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

TOWN BOARD MEETING

Town of Westfield

November 3, 2021

WHEREAS, the Town Board did meet at Eason Hall, 23 Elm Street, Westfield, New York on November 4, 2020, 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 2021 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 Spann offered the following resolution and moved for its adoption

Resolution No. 59 of 2021

Town of Westfield

Negative Dec, SEQR, 8637 Jones Rd, Colleen Clancy

WHEREAS, the Town Board of the Town of Westfield is considering the application of Colleen Clancy for a Special Use Permit allowing him to construct a storage shed on property with no principal structure at 8637 Jones Road, on a parcel designated as tax map Section 276.00, Block 2, Lot 20, and

WHEREAS, the use has been subject to environmental review pursuant to Article 8 of the New York State Environmental Conservation Law (State Environmental Quality Review Act), including the preparation and review of a short Environmental Assessment Form, and

WHEREAS, Part 617 of the implementing regulations pertaining to the State Environmental Quality Review Act requires this Board to determine and give notice of the environmental impact of the use, and

WHEREAS, the Board has determined that proposed use will not have a significant environmental impact

NOW, THEREFORE, BE IT RESOLVED, that the Town Board hereby issues the attached Notice of Determination of Non-Significance, also known as a Negative Declaration, for the application of Colleen Clancy.

This was seconded by Councilman David Brown. 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 Spann offered the following resolution and moved for its adoption

Resolution No. 60 of 2021

Town of Westfield

Issuance of Special Use Permit-8637 Jones Rd, Colleen Clancy

**TOWN OF WESTFIELD
SPECIAL USE PERMIT**

TOWN BOARD MEETING
Town of Westfield
November 3, 2021

To consider the application of Colleen Clancy for a Special Use Permit to construct a storage shed at 8637 Jones Road, which is designated as tax map Section 276.00, Block 2, Lot 20, and

WHEREAS, Colleen Clancy (hereinafter, the “Applicant”) submitted an application dated September 27, 2021 pursuant to Section 185-19(D) of the Town of Westfield Zoning Code requesting a Special Use Permit allowing her to construct a storage shed on a parcel with no principal structure at 8637 Jones Road, which is designated as tax map Section 276.00, Block 2, Lot 20, and

WHEREAS, the issue of compliance with the State Environmental Quality Review Act has been thoroughly addressed, and a negative declaration was issued after examination of the record and public hearing, and

WHEREAS, the Town of Westfield Planning Board reviewed the application during a meeting held October 13, 2021 and recommended approval of the application, and

WHEREAS, the Town Board has considered all the facts and papers before it, and has heard those wishing to be heard at a public hearing held November 3, 2021 on the application, and finds ample justification to approve the application subject to the qualifications hereinafter set forth

NOW, THEREFORE, BE IT RESOLVED, that the application to build a storage shed be and hereby is authorized and approved subject to the conditions and requirements hereinafter set out:

1. The Applicant shall undertake the project in accordance with the plans and descriptions submitted to the Town with the application, and agrees to be bound by the terms of the application and any conditions of this permit, including:
 - a. The building shall be used for storage only with no amenities of living quarters.
2. This permit shall not be assigned or transferred, in whole or in part, without the prior written consent of the Town.
3. This permit shall expire automatically if the use is not begun by November 1, 2022.
4. This permit shall become effective after the Applicant approves each and every provision hereof and agrees to be bound by all of the terms herein contained in consideration of the granting of this special permit.

Dated: November 3, 2021

*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.*

TOWN BOARD MEETING
Town of Westfield
November 3, 2021

Councilman David Brown offered the following budget revision and moved for its adoption

| Revision Description | | Decrease | Increase |
|--|---|------------------|------------------|
| To move \$306.57 from A Contingent account to A Unemployment Insurance account | | Expenditures | Expenditures |
| The Town's Unemployment Insurance rate for 2020 was 0.525% now in 2021 it went to 2.025% | | | |
| This was from NYS-45 QTR 3 7/1/2021-9/30/2021 | | | |
| Budget Journal | | | |
| A Fund (General Fund - Townwide) | | | |
| A 1990.400 | Contingent Account DR | 306.57 | |
| A 9050.800 | Unemployment Insurance CR | | 306.57 |
| Total A Fund | | 306.57 | 306.57 |
| Revision Description | | Decrease | Increase |
| To move \$396.22 from A funds contingent account to an other water, contr expenditure account. | | Expenditures | Expenditures |
| This other water, contr expenditure account has been set up to record Route 5 Water District #2 | | | |
| expenses until the BAN and H captial project fund is established and funded. | | | |
| Invoice for Municipal Solutions, Inc Invoice 16421 for \$296.00 & Legal AD 168502 Notice Of Bond | | | |
| Resolution The Observer for \$50.22 and Seachrist Law Offices, P.C. Invoice 2866 for \$50.00 | | | |
| Budget Journal | | | |
| A Fund (General Fund - Townwide) | | | |
| A 1990.400 | Contingent Account DR | 396.22 | |
| A 8389.400 | Other Water, Contr Expend CR | | 396.22 |
| Total A Fund | | 396.22 | 396.22 |
| Revision Description | | Decrease | Increase |
| To move \$19,935.76 from fund balance to pay Jamestown Macadam, Inc Invoice 51994 For \$922.00 | | Expenditures | Expenditures |
| and County Line Stone Co., Inc Invoice 140114 For \$19,013.76 For The Wech Trail. | | | |
| Budget Journal | | | |
| A Fund (General Fund - Townwide) | | | |
| A 599 | Appropriated Fund Balance DR | 19,935.76 | |
| A 7180.410 | Parks & Recreation Contractual Welch Trail CR | | 19,935.76 |
| Total A Fund | | 19,935.76 | 19,935.76 |
| Revision Description | | Decrease | Increase |
| To move \$38.75 from B Contingent account to B Unemployment Insurance account | | Expenditures | Expenditures |
| The Town's Unemployment Insurance rate for 2020 was 0.525% now in 2021 it went to 2.025% | | | |
| This was from NYS-45 QTR 3 7/1/2021-9/30/2021 | | | |
| Budget Journal | | | |
| B Fund (General - Part Town Fund) | | | |
| B 1990.400 | Contingent Account DR | 57.62 | |
| B 9050.800 | Unemployment Insurance CR | | 57.62 |
| Total B Fund | | 57.62 | 57.62 |
| Revision Description | | Decrease | Increase |
| To move \$82.62 from fund balance to cover the expendiutres for the November 2021 Board Meeting | | Expenditures | Expenditures |
| The expenditures have exceeded what was budgeted in 2021 for building expenditures. | | | |
| Budget Journal | | | |
| CM2 Fund (Welch Building) | | | |
| CM2 599 | Appropriated Fund Balance DR | 82.62 | |
| CM2 1620.420 | Building Expenditure Welch | | 82.62 |
| Total CM2 Fund | | 82.62 | 82.62 |

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

TOWN BOARD MEETING

Town of Westfield

November 3, 2021

At 7:40pm Supervisor Bills moved and Councilman David Spann seconded a motion to audit the bills.

Warrants dated November 3, 2021 (voucher #'s 571-620) in the amount of \$103,072.74 were drawn on the following funds:

| | |
|------------------------------|-------------|
| General | \$80,008.73 |
| General Part-Town | \$11,778.70 |
| Highway | \$4,494.32 |
| Highway Part-Town | \$6,760.52 |
| Forest Park Sewer | \$27.37 |
| North Town Water -Shorehaven | \$3.10 |

Warrants dated November 3, 2021 (voucher #'s 49-55) in the amount of \$1,748.88 were drawn on the following funds:

| | |
|----------------|------------|
| Welch Building | \$1,748.88 |
|----------------|------------|

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 7:55pm Supervisor Martha Bills moved and Councilman David Brown seconded a motion to adjourn. Unanimously carried.

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