

TOWN BOARD MEETING
Town of Westfield
December 1, 2021

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: Practiced social distancing, six feet apart, adhered to CDC guidelines.

Supervisor: Martha R. Bills Guest: William Bauer
Councilmen: David Brown Marybelle Beigh, Historian
 David Spann
 James Herbert

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

Pledge of Allegiance

Councilman David Brown made a motion to waive the reading of the November 3, 2021 minutes inasmuch as all members received a copy thereof and that the minutes be accepted. The motion was seconded by Councilman David Spann and carried unanimously.

Reports:

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

The Town Clerk’s report together with a check in the amount of \$3,670.84 representing fees for the month of November 2021 was turned over to Supervisor Bills. Three marriage licenses were sold. A check of \$67.50 representing fees for the month of November to NYS Department of Health, Marriage Licenses and a check in the amount of \$35.00 was turned over to NYS Department of Agriculture and Markets and NYS Decals in the amount of \$860.13 will be withdrawn on the 13th.

- Discussed Transfer Station holiday date change for Christmas and New Year’s.
- Discussed a postage machine for the Town office for Town departments. Supervisor Bills made a motion to authorize the Supervisor to sign an agreement with Usherwood for a postage machine for a three year’ lease of the machine. Seconded by Councilman David Brown and caried unanimously.

The Dog Warden’s report for November 2021 was not received
The Historian’s Report for November 2021 was received and placed on file.
The Fire Department Report for November 2021 was received and placed on file.
The Town Court report for November 2021 was received and placed on file.
The WPD report for November 2021 was received and placed on file.

Highway:

- The Town Highway Superintendent submitted a written report on activities for November 2021 including gas and fuel usage, cutting tree limbs, plowing, building new push blade for Volvo, cleaning shop, and pressure washing picnic tables.
- Town Superintendent, David Babcock discussed with the board hydraulics for the new truck. As the new truck is ordered and on back order, Superintendent Babcock asked the board to move forward with ordering box hydraulics for the new truck so that they have it on hand and when the new truck comes in they are ready. Councilman James Herbert made the motion to accept the bid for materials only for the box hydraulics. Seconded by Councilman David Spann and carried unanimously.

Code Enforcement:

- The Code Enforcement Officer submitted a report for the month of November 2021. The report has been received and placed on file.
- Received a Special use Permit for a shed. Councilman David Spann made a motion to refer the permit to the Town Planning Board Seconded by Councilman David Brown and carried unanimously.

Barcelona Harbor:

- The Pier is closed for the season. The board discussed the entrance to the channel of the harbor. Boaters are noticing that it is closing in. The County recently purchased a long reach hoe and have offered it to municipalities to use it for situations like this.

Public Comment:

- None

Announcements:

- Transfer Station Holiday Trash Disposal Date Change
 - o Trash disposal will be held on Friday December 24th and Friday December 31 due to the Christmas and New Year’s Holiday.
 - o CCIDA public hearing will be held Thursday December 9th at 1:30pm in the North Room for a project for 2 Portage LLC for financial assistance for the former Welch’s building.

Old Business:

- Route 5 Water District No.2, still working on paperwork and plans.
- Waiting for the Spring to continue the Welch Trail project.
- LWRP (Local Water Front Revitalization Plan) recent webinar was recorded. Supervisor will send the link to the board.
- Academy Street resident sent a thank you letter for the recent water hook up.

New Business:

Resolutions for 12/1/2021

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

**Resolution No.61 2021
Town of Westfield
2022 Holiday Schedule**

New Year’s Day (Saturday)	Monday, January 3
Martin Luther King Day	Monday, January 17
Presidents’ Day	Monday, February 21
Good Friday	Friday, April 15
Memorial Day	Monday, May 30
4 th of July	Monday, July 4
Labor Day	Monday, September 5
Columbus Day	Monday, October 10
Veteran’s Day	Friday, November 11
Thanksgiving Day	Thursday, November 24
Day after Thanksgiving	Friday, November 25
Christmas Eve (Saturday)	Friday, December 23
Christmas Day (Sunday)	Monday, December 26
New Year’s Eve (Saturday)	Friday, December 30

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 David Spann offered the following resolution and moved for its adoption

**Resolution No.62 of 2021
Town of Westfield
CHIPS Funding**

WHEREAS, a reliable transportation infrastructure is vital for the safety of New York’s travelling public and its economy; and

WHEREAS, 85% of New York’s roads and bridges are maintained by local governments; and

WHEREAS, despite well-timed and targeted preventative maintenance treatments, the age and condition of many of our locally transportation assets means that they beyond preservation and in need of much more costly rehabilitation and reconstruction; and

WHEREAS, estimates by the State Comptroller, DOT and independent studies show a large portion of road mileage is deteriorating and many bridges in the state are rated structurally deficient and functionally obsolete; and

WHEREAS, the State Comptroller estimates that there will be \$89 billion in unmet local infrastructure needs over the next 20 years; and

WHEREAS, the New York State Association of Town Superintendents of Highways commissioned its own 15 year analysis that indicates an annual funding gap of \$1.3 billion for the local system (excluding NYC) alone; and

WHEREAS, funding for our local system has been far short of what is needed and we've fallen further and further behind in maintaining the vast and aging transportation infrastructure over this long period with severe consequences for conditions ratings; and

WHEREAS, the New York State Consolidated Local Street and Highway Program (CHIPS) provides essential funding for every municipality in the state and is and is part of the New York State Department of Transportation (NYSDOT) capital program; and

WHEREAS, in the early 1990's the Governor and Legislature created the Dedicated Highway and Bridge Trust Fund (DHBTF) to pay for the NYSDOT capital program and the Dedicated Mass Transit Trust Fund (DMTTF) to assist with the Metropolitan Transportation Authority (MTA) and other transit systems' capital programs; and

WHEREAS, when the DHBTF was created, it was agreed that the NYSDOT and MTA five year capital programs would be similar in size and would be negotiated concurrently; and

WHEREAS, through 2005-09, both five-year capital programs were similar in size and adopted within months of each other; and

WHEREAS, in 2010 the Executive and Legislature broke traditional parity and enacted a five-year capital program for the MTA but not the DOT;

NOW THEREFORE BE IT RESOLVED that the Town of Westfield calls upon the Governor and the state Legislature to make additional state funding and resources available at levels that accurately reflect the critical needs of local roads and bridges; and increase CHIPS funding in the 2021-22 state budget; and

BE IT FURTHER RESOLVED that the Town of Westfield calls upon the Governor and members of the state Legislature to fully fund and submit a new NYSDOT five-year transportation capital plan; and

BE IT FURTHER RESOLVED that the Town of Westfield calls upon the Governor and members of the state Legislature to recognize the equality of roads, bridges and transit by restoring funding equality between the MTA and NYSDOT five-year programs and by voting on the plans simultaneously.

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

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

**Resolution No. 63 of 2021
Town of Westfield, New York**

Contract Extension with Hanna Commercial Real Estate, 2-4 Portage St Welch Building

RESOLVED, the Town Board of the Town of Westfield hereby authorizes the Town Supervisor to extend the contract with Hanna Commercial Real Estate for 2 South Portage St, Welch Building for a period of 365 days, one 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 James Herbert, aye.

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

Resolution No. 64 of 2021
Town of Westfield, New York
Holiday Pay for Transfer Station Attendant for December 24th and December 31, 2021

BE IT RESOLVED, the Town Board of the Town of Westfield hereby approves two (2) hours of Holiday pay to work at the Transfer Station Attendant on Friday December 24th Christmas Eve and Friday, December 31st New Year's Day at a rate of pay of \$16.00 an hour. Hours of operation, 9:00am-1:00pm (4 hours) and two (2) hours of Holiday pay totaling 6 hours at \$16.00 an hour.

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.

Resolution No. 65 of 2021
Town of Westfield, New York
Pay End of the Year Invoices

BE IT RESOLVED, the Town Board of the Town of Westfield hereby sets a date of tentatively December 17th, 2021 to audit the end of year bills. The time is unknown at this time. The board agreed to wait until the week prior to set a definite time if a special meeting needs to be set to pay end of year bills.

Supervisor Bills offered the following resolution and moved for its adoption

Resolution No. 66 of 2021
Town of Westfield, New York
January Town Board Meeting Date Change

BE IT RESOLVED, the Town Board of the Town of Westfield hereby approves the date change of the January 2022 Town Board meeting to the third Wednesday, January 12, 2022 at 7:30pm due to the 1, January 2022 Holiday.

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 James Herbert offered the following resolution and moved for its adoption
Town of Westfield
Budget Revision #8 of 2021

Subject:	Budget Revision #8 for Budget Year 2021			
Revision Description			Decrease	Increase
To move \$4,649.34 from A Hospital & Medical Insurance Account to the A State Retirement Account			Expenditures	Expenditures
The Town's Retirement payment came in above what the retirement system projected the town's amount owed would be for 2022. We pre pay the 2022 retirement amount to save the town money				
Pre payment is due by December 15, 2021				
Budget Journal				
A Fund (General Fund - Townwide)				
A 9060.800	Hospital & Medical Insurance DR		4,649.34	
A 9010.800	State Retirement CR			4,649.34
Total A Fund			4,649.34	4,649.34
Revision Description			Decrease	Increase
To move \$459.00 from B Contingent account to B State Retirement Account			Expenditures	Expenditures
The Town's Retirement payment came in above what the retirement system projected the town's amount owed would be for 2022 We pre pay 2022 retirement amount to save the town money				
Pre payment is due by December 15, 2021				
Budget Journal				
B Fund (General - Part Town Fund)				
B 1990.400	Contingent Account DR		459.00	
B 9010.800	State Retirement CR			459.00
Total B Fund			459.00	459.00
Revision Description			Decrease	Increase
To move \$2,366.76 from DA Hospital & Medical Insurance Account to the DA State Retirement Account			Expenditures	Expenditures
The Town's Retirement payment came in above what the retirement system projected the town's amount owed would be for 2022 We pre pay 2022 retirement amount to save the town money				
Pre payment is due by December 15, 2021				
Budget Journal				
DA Fund (Highway- Townwide Fund)				
DA 9060.800	Hospital & Medical Insurance DR		2,366.76	
DA 9010.800	State Retirement CR			2,366.76
Total DA Fund			2,366.76	2,366.76
Revision Description			Decrease	Increase
To move \$1,549.91 from DB Hospital & Medical Insurance Account to the DB State Retirement Account			Expenditures	Expenditures
The Town's Retirement payment came in above what the retirement system projected the town's amount owed would be for 2022 We pre pay 2022 retirement amount to save the town money				
Pre payment is due by December 15, 2021				
Budget Journal				
DB Fund (Highway- Part Town Fund)				
DB 9060.800	Hospital & Medical Insurance DR		1,549.90	
DB 9010.800	State Retirement CR			1,549.90
Total DB Fund			1,549.90	1,549.90
Revision Description			Decrease	Increase
To move \$3,891.53 from fund balance to cover the expenditures for the December 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		3,891.53	
CM2 1620.420	Building Expenditure Welch CR			3,891.53
Total CM2 Fund			3,891.53	3,891.53
Revision Description			Decrease	Increase
To move \$50.00 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.				
Seachrist Law Offices, P.C. Invoice 2875 for \$50.00				
Budget Journal				
A Fund (General Fund - Townwide)				
A 1990.400	Contingent Account DR		50.00	
A 8389.400	Other Water, Contr Expend CR			50.00
Total A Fund			50.00	50.00

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.

At 7:25pm Supervisor Bills moved and Councilman David Brown seconded a motion to audit the bills.
Warrants dated December 1, 2021 (voucher #'s 621-674) in the amount of \$212,968.53 were drawn on the following funds:

General	\$65,047.76
General Part-Town	\$19,917.83
Highway	\$37,019.43
Highway Part-Town	\$40,056.79
Westfield Fire Dept. District	\$50,888.50
Forest Park Sewer	\$28.33
North Town Water -Shorehaven	\$9.38

Warrants dated December 1, 2021 (voucher #'s 56-59) in the amount of \$4,528.24 were drawn on the following funds:

Welch Building	\$4,528.24
----------------	------------

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 James Herbert made a motion to set a public hearing for 7:25pm January 12th, 2022 prior to the January Town Board meeting for a Special Use Permit for location 8271 Second St. for a storage shed.

There being no further business at 8:05pm Supervisor Martha Bills moved and Councilman David Spann seconded a motion to adjourn. Unanimously carried.

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