

TOWN BOARD MEETING

Town of Westfield

September 6, 2023

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:

Supervisor:	Martha R. Bills	Guest:	William Bauer	Andy Putnum
Councilmen:	David Brown		Marybelle Beigh-Historian	Robert Patterson
	James Herbert		Taras Korol	Steve Rudnicki
	Will Northrop		Amanda Allen- Korol	Thomas Young
Absent:	David Spann		Carol Ford	Braiden McElhaney

Highway Superintendent: David Babcock
Code Officer/Assessor: Bonnie Rae Strickland
Town Attorney- Joel Seachrist
Town Clerk- Andrea Babcock

Pledge of Allegiance

Representatives from Westfield Maid gave a presentation on the new business located at the former Dodge City location 7505 Main Road, Westfield. Good n’ Grapey juice boxes are being made for schools and food banks with local grapes. An overview of the product and production was given by Andy Putnum and Robert Patterson.

Councilmember David Brown made the motion to waive the reading of the August 2, 2023, Town Board meeting minutes and August 16, 2023, Special Meeting minutes inasmuch as all members received a copy thereof and the minutes be accepted. Councilmember James Herbert seconded the motion. The motion was carried unanimously.

Reports:

Supervisor’s August monthly report was distributed and accepted as submitted including up to date spending and revenues on all accounts. All board members have received a copy and the monthly report is always available in the Supervisor’s office for anyone to view. The Supervisor’s preparing the tentative 2024 budget options and items for discussion at the budget workshop.

The Town Clerk’s report together with a check in the amount of \$7,031.39 representing fees for the month of August 2023 is turned over to the Supervisor. A check for \$202.50 representing fees for the month of August to NYS Department of Health, Marriage Licenses, and a check in the amount of \$72.00 will be turned over to NYS Department of Agriculture and Markets and NYS Decals in the amount of \$2,327.31 will be withdrawn on the 13th.

- Monday September 18, 2023, the Town Clerks office will be closed to attend a regional educational seminar in Buffalo.
- The Town Clerks office is issuing one day officiant licenses.

The Dog Warden’s report was not received.
The Town Historian report for the month of August 2023 was received and placed on file.
Westfield Fire Department report for the month of July 2023 was received and placed on file.
The Town Court report for August 2023 was received and placed on file.
The WPD report for July and August 2023 was received and placed on file.

TOWN BOARD MEETING

Town of Westfield

September 6, 2023

Highway:

Highway Superintendent's August 2023 report has been received and accepted.

- Taylor Road property owners asked Highway Superintendent, David Babcock about a sign placed on the property owners' tree, he is not aware of the sign and will look into it.

Code Enforcement:

The Code Enforcement Officer August 2023 report has been received and accepted.

Barcelona Harbor:

- Friday September 17, 2023, is the last day of ticket sales at the harbor.

Public Comment:

- No comments

Announcements:

- School Tax Collection started September 5, 2023. Collection will be accepted at the Town Bookkeepers window Monday-Friday from 8:00am-1:00pm.
- Westfield Cemetery Tours will be held Friday, September 22, 2023, and Saturday, September 23
- A dedication will take place Saturday September 23, 2023, at 1:00pm at the gravesite of Daniel Alden Reed, Congressman in the US House of Representatives from 1919-1959. The Pier is named after Congressman Reed. Town officials are invited to attend the event.

Project Updates:

- Engineers continue to work on the plans and the Town continues gathering easement agreements for the Route 5 East Lake Road Water Project No.2 project.
- Continuing to work on the Welch Trail. A request for proposal has been received for prefabricated modular stairs and platforms to connect a trailhead for the Welch Trail to North Portage Street in downtown Westfield. Supervisor Bills, Highway Superintendent David Babcock, and WDC coordinator Don McCord will meet with engineers to discuss plans.
- Supervisor Bills is continuing to work on the Barcelona Gateway project with Westfield Development Director Donald McCord and Highway Superintendent, David Babcock.
- Supervisor Bills received a letter from the Chautauqua Watershed and Conservancy regarding invasive species.

**TOWN BOARD MEETING
Town of Westfield
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New Business:

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

**Resolution No. 48 of 2023
Town of Westfield
Set Budget Workshop Date and Time.**

BE IT RESOLVED, the Town Board of the Town of Westfield hereby sets a budget workshop to discuss the 2024 budget on Monday, September 18th at 3:30pm in the Town Supervisor's office located in Eason Hall.

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

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

**Resolution No. 49 of 2023
Town of Westfield
Authorize Town Boards to Attend Annual Planning and Zoning Training.**

BE IT RESOLVED, the Town Board of the Town of Westfield hereby authorizes the Town Boards to attend Southern Tier West Fall Planning & Zoning Training in November. The Town will pay a registration fee of \$20.00 per attendee and mileage expense of .655 per mile.

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

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

**Resolution No. 50 of 2023
Town of Westfield
Authorize the Town Attorney to Commence an Action Against Property Owner, Emily Ponti at 4442 Parker Road.**

BE IT RESOLVED that the Town Attorney is hereby authorized to commence an action against Emily Ponti in a court of competent jurisdiction seeking an injunction to enjoin the code violations on her property at 4442 Parker Road.

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

TOWN BOARD MEETING

Town of Westfield

September 6, 2023

Councilmember Will Northrop made a motion to authorize the Town Attorney to draft a resolution to consider abandonment of Klondike Road for the board to consider at the October Town Board meeting. Seconded by Councilmember David Brown and carried unanimously.

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

Subject: Budget Revision #9 for Budget Year 2023		
Revision Description	Decrease	Increase
To move \$7,443.00 from A fund balance A 599 to pay CPL Invoice 93094 for \$5,475.00 & Municipal Solutions, Inc Invoice 19682 for \$1,800.00 & Seachrist Law Offices, P.C. Invoice 3015 for \$168.00. This Other Water, Contr Expense Account A8389.400 Other Water, Contr Expend-Route 5 Water District 2 has been set up to record Route 5 Water District #2 expenses until the H capital project fund is established and funded.	Expenditur	Expenditure
Budget Journal		
A Fund (General Fund - Townwide)		
A 599 Appropriated Fund Balance DR	7,443.00	
A 8389.400 Other Water, Contr Expend-Route 5 Water District 2 CR		7,443.00
Total A Fund	7,443.00	7,443.00
Revision Description	Decrease	Increase
To move \$3,380.00 from fund balance to pay Erdman Anthony Invoice 66031 for preparing darwing for overlook layout and details.	Expenditur	Expenditure
Budget Journal		
A Fund (General Fund - Townwide)		
A 599 Appropriated Fund Balance DR	3,380.00	
A 7180.410 Parks & Recreation - Cont Welch Trail CR		3,380.00
Total A Fund	3,380.00	3,380.00

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

At 8:26pm Supervisor Bills moved and Councilman David Brown seconded a motion to audit the bills.

Warrants dated September 6, 2023 (voucher #'s 435-447 -prepaid voucher 448- 449-505) in the amount of \$91,993.64 were drawn on the following funds:

General	\$ 39,478.72
General	\$ 29,222.50
General Part-Town	\$ 680.65
Highway	\$ 9,790.60- 104.94-void check-
Highway Part-Town	\$ 12,794.72
Forest Park Sewer	\$ 23.77
North Town Water-Shorehaven	\$ 2.68

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.

At 8:50pm Supervisor Martha Bills moved and Councilmember David Brown seconded a motion to move to executive session to discuss contract negotiations. Unanimously carried.

At 10:05pm Supervisor Martha Bills moved and Councilmember David Spann seconded a motion to return to regular session. Unanimously carried.

There being no further business at 10:05pm Supervisor Martha Bills moved and Councilmember David Brown seconded a motion to adjourn. Unanimously carried.

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