

**VILLAGE BOARD OF TRUSTEES
APRIL 1, 2019 MINUTES**

Mayor Michael VandeVelde presiding

MEMBERS: Dennis Lutes, Al Holbrook, Mike Catalano, Rob Cochran

OTHERS: Vince Luce, Becky Jackson, Becki Betts-Paternosh, Ed LeBarron, Matthew See,
Autumn Carpenter, Grace Garske

MAYOR/BOARD

6:30 p.m. ANNUAL FIRE HALL INSPECTION

The Mayor and the board trustees attended the Fire Hall for the annual inspection and also presented a check in the amount of \$1,000.

7:30 p.m. PUBLIC HEARING 2019-2010 GENERAL BUDGET

The hearing was opened for discussion and comments from the public.

MINUTES

The board made a motion to approve the March 18th and March 25th minutes by Trustee Catalano, seconded by Trustee Lutes and was carried unanimously.

ANNUAL APPOINTMENTS 2019

The board made a motion by Trustee Cochran, seconded by Trustee Lutes and was carried unanimously to approve the Annual Appointments with one modification noted (attached).

RESOLUTIONS #5,6,7,& 8, 2019

The board made a motion by Trustee Holbrook, seconded by Trustee Catalano and was carried unanimously to approve the following resolutions:

RESOLUTION #5-2019

DESIGNATION OF FINANCIAL DEPOSITORIES

Whereas, the board of trustees has determined that Village Law '4-412(3)(2) requires the designation of banks or trust companies for the deposit of all Village monies;

NOW THEREFORE BE IT RESOLVED:

Section 1. That the board of trustees does hereby designate the following institutions as depositories of all monies received by the Village Treasurer, Clerk, and receiver of taxes.

Names of Institutions:

Community Bank

Chase Bank

JP Morgan Chase Bank

NYClass

RESOLUTION #6-2019

ADVANCE APPROVAL OF CLAIMS

Whereas, the board of trustees has determined to authorize payment in advance of audit of claims for public utility services, postage, freight and express charges, and

Whereas, the claimant and officer incurring or approving the same shall be jointly and severally liable for any amount disallowed by the board of trustees.

NOW THEREFORE BE IT RESOLVED:

Section 1. That the board of trustees authorizes payment in advance of audit of claims for public utility services, postage, freight and express charges and all such claims shall be presented at the next regular meeting for audit and the claimant and officer incurring of approving the same shall be jointly and severally liable for any amount disallowed by the board of trustees.

**RESOLUTION #7-2019
MILEAGE ALLOWANCE**

Whereas, the board of trustees has determined to pay a fixed rate for mileage as reimbursement to officers and employees of the Village who use their personal automobiles while performing their official duties on behalf of the Village.

NOW THEREFORE BE IT RESOLVED:

Section 1. That the board of trustees shall approve reimbursement to such officers and employees at the rate of 58¢ per mile.

**RESOLUTION #8-2019
ATTENDANCE AT SCHOOLS AND CONFERENCES**

Whereas, there is to be held during the coming official year a) the New York State Conference of Mayors Annual Meeting and Training School; b) the New York State Conference of Mayors and Fall Training School for Fiscal Officers and Municipal Clerks; c) the relevant schools, conferences, meetings for the purpose of improving Village operations and

Whereas, it is determined by the board of trustees that attendance by certain municipal officials and employees at one or more of these meetings, conferences or schools benefits the municipality;

NOW THEREFORE BE IT RESOLVED:

That the following officers and employees are hereby authorized to attend the following schools: Mayor, Board Members, Administrator/Clerk, Deputy Clerk, Treasurer, Deputy Treasurer and Superintendents; SCHOOLS: Mayors Conference in May; Fall Training School; Annual Highway Schools and any others that may fall into this category.

BE IT FURTHER RESOLVED:

Any schools, conferences, meetings not described herein shall be reviewed and approved by the Village Administrator.

That these resolutions shall take effect immediately.

ELECTRIC DEPARTMENT

REQUEST PURCHASE OF BUCKET TRUCK

The board made a motion to approve the purchase of a bucket truck from Altec in the amount of \$167,212 by Trustee Lutes, seconded by Trustee Cochran and was carried unanimously.

REQUEST APPROVAL FOR SPRING TREE PLANTING

The motion was made to approve the tree quote received from Bruce Robinson, Forestry Consultants in the amount of \$3,615.30 for the 2019 Spring Tree purchase & planting by Trustee Cochran, seconded by Trustee Catalano and was carried unanimously.

The Mayor closed the Public Hearing at 7:45 p.m.

ACTION

Action taken as a result of the public hearing is as follows:

GENERAL FUND BUDGET

The board made a motion to approve the 2019-2020 General Fund Budget by Trustee Holbrook, seconded by Trustee Catalano and was carried unanimously.

There being no further business to come before the board, the motion was made to adjourn the meeting by Trustee Holbrook, seconded by Trustee Holbrook and was carried unanimously.

VILLAGE OF WESTFIELD
ANNUAL ORGANIZATIONAL MEETING
APPOINTMENT LIST- APRIL 1, 2019

4/2/19

UNIT OR NAME	TERM	THIS TERM EXPIRES
Village Administrator Vincent E. Luce	2 years	2020
Village Clerk Vincent E. Luce	2 years	2020
Village Treasurer-Financial Manager Rebecca Betts-Paternosh	2 years	2020
Deputy Village Clerk Rebecca Jackson	2 years	2020
Deputy Village Treasurer Kyle Sunday	2 years	2020
Deputy Mayor Robert Cochran	1 year	2020
Village Attorneys Joel Seachrist, Esq. Feldman Kieffer LLP (Labor Relations & HR) Peter Clark, Esq.	1 year	2020
Acting Justice Jerry LaPorte	1 year	2020
Emergency Coordinator Robert Genthner	1 year	2020
Fire Department Liaisons to the Mayor and Board	2 years	2020
Police Department Liaison:	1 year	2020
Public Works Department Liaison: DPW Advisory Dennis Lutes	1 year	2020
Electric Department Liaison: DPW Advisory Dennis Lutes	1 year	2020

Water & Sewer Department Liaison: DPW Advisory Dennis Lutes		1 year	2020
Fire Department Liaison: Mike Catalano		1 year	2020
Cable TV Liaisons: Vacant		1 year	2020
Board of Ethics		2 year term	
Holiday Decorating/Beautification Committee Marilyn Hemmer	Chair	1 year term	2020
Department of Public Works Advisory Board Todd Swanson	Chair	5 years	2023
Vacant		5 years	2023
Steve Rudnicki		5 years	2022
Vacant		5 years	2022
Dennis Lutes (Liaison)		1 year	2020
John Poshka		5 years	2020
Troy Winkelman		5 years	2021
Doug Sanderson		5 years	2023
Scott Mason		5 years	2023
Zoning Board of Appeals Ronald Catalano, Jr.	Chair	5 years	2014
John Hanmann		5 years	2023
Richard A. Koerner, Jr.		5 years	2023
William F. Christ		5 years	2023
Robert R. Mascaro		5 years	2023
Planning Board Don McCord	Chair	5 years	2020
Diana Holt		5 years	2022
Darlene Golibersuch		5 years	2022
Rick Mathews		5 years	2022
Tracy Bennett		5 years	2020
Westfield Development Corporation Liaison Al Holbrook		1 year	2020
Harassment Prevention Committee Vacant		1 year	2020
Al Holbrook			

Youth Recreation Commission		
Roxanne Baideme	3 years	2020
Roger Miller	3 years	2021
Kayla Hotchkiss	3 years	2021
<i>Aaron Resnick</i>	3 years	2022
Stacy Holland	3 years	2022
Don Paddock	3 years	2020
Tim Smith	3 years	2020
Michele Shields	3 years	2022

Recreation Department Board Liaison:		
Robert Cochran	1 year	2020

Registrar of Vital Statistics:		
Town Clerk Andrea Babcock	4 years	2020

Mayor as Claims Auditor	1 year	
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Official Designations

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| <i>1. Meeting Time/Day</i> | <i>3rd Monday of each month. Except Holidays that fall on a Monday. In those instances, the meeting will be held the next day on Tuesday. All meetings begin at 7:00 pm and are held in the North Room of Eason Hall unless otherwise designated</i> |
| <i>2. DPW Advisory Board</i> | <i>Second Tuesday of each month or as needed, 6:30 pm at Eason Hall in upper hallway unless otherwise designated</i> |
| <i>3. Depositories</i> | <i>Community Bank
Chase Bank; JP Morgan Chase; M & T
Investment Group, NY Class</i> |
| <i>3. Official Newspapers</i> | <i>The Westfield Republican
The Dunkirk Evening Observer</i> |
| <i>4. Mileage</i> | <i>.58¢ per mile</i> |