**VILLAGE BOARD OF TRUSTEES**

**MEETING IN AUDITORIUM**

**AUGUST 17, 2020**

Mayor Michael VandeVelde presiding

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

OTHERS: Becky Jackson, Becki Paternosh, Ed LeBarron, Andrew Webster, Andrew Thompson, Bonnie Rae Strickland, Chris Reese,

Sandy Brown

**MAYOR/BOARD**

PUBLIC HEARING/MRB COMMUNITY PLANNING GRANT (CDBG)

The Mayor opened the hearing and explained that this program is administered by New York State Office of Community Renewal and would benefit low-moderate income residents and provide further information about the CDBG program and will allow for citizen participation in the development of any proposed Grant applications. Comments on the program and proposed projects will be received at this time. The hearing is being conducted pursuant to §570486 in compliance with the requirements of the Housing Community Development Act.

Andrew Thompson further explained the Village is applying for planning funds allowing us to do preliminary engineering, income surveys if necessary, in order to apply for this CDBG Grant for public infrastructure. The project being looked at is in the Academy Street/Cottage Street area and also Bird Street for water main replacement. It would include storm water, drinking water and possibly sanitary sewer upgrades or replacements in those areas. The village does not qualify as low to moderate income as a whole, but if you target certain areas; if that area qualifies then you can apply. This is just a planning grant and the area may change once we do an actual application.

Trustee Holbrook asked if the Village would administer the grant or will the MRB or Chautauqua Opportunities or someone else do that? The Treasurer replied that the other one we are doing through them; they administer it.

RESOLUTION #9-2020/GRANTING THE STATE OF NEW YORK AUTHORITY TO PERFORM THE ADJUSTMENT FOR THE OWNER AND AGEEING TO MAINTAIN FACILITIES ADJUSTED VIA STATE-LET CONTRACT

**The following Resolution was approved on a motion made by Trustee Catalano, seconded by Trustee Lutes and was carried unanimously.**

WHEREAS, the New York State Department of Transportation proposes the construction, reconstruction, or improvement of ***PMI US 20 FROM NY394 TO PROSPECT STREET AND DRAINAGE IMPROVEMENT(S) ON US RTE 20 VILLAGE OF WESTFIELD, CHAUTAUQUA COUNTY, PIN 5813.64, D264311***

WHEREAS, the State will include as part of the construction, reconstruction, or improvement of the above- mentioned project the adjustment of utility facilities pursuant to Section 10, Subdivision 24, of the State Highway Law, as shown on the contract plans relating to the project and meeting the requirements of the owner, and

WHEREAS, the service life of the relocated and or replaced utilities has not been extended, and

WHEREAS, the State will provide for the reconstruction of the above- mentioned work, as shown on the contract plans relating to the above- mentioned project.

NOW, THEREFORE,

BE IT RESOLVED: That the Village of Westfield approves of the adjustment of utility facilities and the above mentioned work performed on the project and shown on the contract plans relating to the projects and that the Village of Westfield will maintain or cause to be maintained the adjusted facilities performed as above stated and as shown on the contract plans.

BE IT FURTHER RESOLVED: that Ed LeBarron has the authority to sign, with the concurrence of the Village Board of Trustees, any and all documentation that may become necessary as a result of this project as it relates to the Village of Westfield, and

BE IT FURTHER RESOLVED: That the Clerk of the Village of Westfield (or their designee) is hereby directed to transmit five (5) certified copies of the foregoing resolution to the New York State Department of Transportation.

RESOLUTION #10-2020/ACCREDITED DELEGATE TO MEUA.

**The board made a motion to approve the following resolution by Trustee Holbrook, seconded by Trustee Cochran and was carried unanimously.**

WHEREAS, the Board of Public Works of the Village of Westfield, New York, is a municipal member of the Municipal Electric Utilities Association of New York State, and

WHEREAS, the Annual Conference of the Municipal Electric Utilities Association of New York State has been called on September 17, 2020, to be held via virtual meeting and,

WHEREAS, in accordance with the bylaws of the Municipal Electric Utilities Association of New York State, each municipal member may cast one vote on each transaction properly brought before this meeting,

NOW THEREFORE BE IT RESOLVED, that DPW Director, Andrew Thompson, be and is hereby designated as the accredited delegate of the Board of Public Works of the Village of Westfield, New York.

HUNTING PERMISSION REQUEST DISCUSSION

**The board made a motion by Trustee Holbrook, seconded by Trustee Catalano and was carried unanimously to deny requests for hunting permission of three applicants due to the ongoing charge of criminal mischief and trespassing and the cutting of firewood.**

MINUTES

**The board made a motion to approve the minutes of 7/20/20 by Trustee Catalano, seconded by Trustee Holbrook and was carried unanimously.**

**POLICE DEPARTMENT**

Chief Genthner read the Police Report for the month of July to the board.

The Mayor noted that the board had decided some months back to not require board approval for the Overtime Reports and leave it up the Supervisors.

**FIRE DEPARTMENT**

Chris Reese read the Fire Department Report to the board. He noted that in last meeting of Fire Dept. officers would like to purchase radios which hadn’t been put into their budget and they are quite pricey. The Mayor requested him to get an estimate and let the board know.

Also, the ladder truck is still out of service and while it was being serviced it was discovered some other parts which were damaged. It is difficult to find parts as they are obsolete.

The Mayor stated that Marsha Holland took a job with the County and can no longer serve as an officer in the F.D. After they do vote, Chris Reese will be the new Fire Chief as all the officers are running unopposed.

**RECREATION DEPARTMENT**

Andrew Webster read the Program Report to the board.

**PUBLIC WORKS DEPARTMENT**

WAIVER OF RESIDENCY REQUIREMENT

**The board made a motion by Trustee Cochran, seconded by Trustee Lutes and was carried unanimously to waive the 5-mile limit stipulation for the new employee Shaun Waters.**

TRANSFER OF FUNDS

**The board made a motion by Trustee Holbrook, seconded by Trustee Catalano and was carried unanimously to approve the Transfer of $5,000 from 001-5110-0471 Asphalt Account to 001-5410-0438 Sidewalk Maintenance Account.**

FALL CLEAN UP SCHEDULE

Ed reported that Fall Cleanup would begin September 21st - 25th if agreed to by Ray Schuster.

Ed noted his department was working in the Main Street Parking Lot off Clinton St. and anticipated being there for another month.

**CODE ENFORCEMENT**

Code Officer Bonnie Rae Strickland read the monthly report to the board.

**WATER DEPARTMENT**

DECLARE SURPLUS

**The board made a motion by Trustee Catalano, seconded by Trustee Lutes and was carried unanimously to declare the old jar testing equipment at the Water Plant as Surplus which was purchased in 1998 and no longer works.**

**SEWER DEPARTMENT**

PROJECT AT THE SEWER PLANT

Andrew Thompson noted that there will be a dry start-up of equipment in the digester on Thursday and after that will attempt it “live” to complete the project.

**ELECTRIC DEPARTMENT**

UPDATEElectric Dept. installed the new transformer bank for the car charging station for the Parking Lot Project**.** All the lights are wired up and ready to go and as soon as they can be put in, they can be hooked up.

Setting new poles on Holt Street.

ROUTE 5 PROJECT

Thayer were to be starting today from Walker Road to Shorehaven.

**TREASURER**

REVENUE & EXPENSE REPORTS

**The board made a motion to approve the Revenue & Expense Reports by Trustee Holbrook, seconded by Trustee Catalano and was carried unanimously.**

**CLERK**

CARRYOVER OF VACATION TIME REQUEST

**The board made a motion by Trustee Catalano, seconded by Trustee Cochran and was carried unanimously to approve the request by the Clerk to carryover 11.5 days accrued, unused vacation days.**

WARRANTS

**The board made a motion to approve the following warrants on a motion made by Trustee Holbrook, seconded by Trustee Lutes and was carried unanimously.**

**General W#12 11,419.12**

**Sewer W#12 4,464.60**

**Water W#12 7,351.57**

**Electric W#12 16,211.00**

**Capital Proj. W#12 289,560.00**

**Water W#15 10,707.89**

**Electric W#15 30,281.87**

**General W#15 81,188.20**

**Capital Proj. Park.Lot W# 6 6,958.50**

**Sewer W#15 43,741.47**

The Public Hearing was closed at 7:36 p.m.

ACTION ON HEARING:

**The board made a motion to approve the CDBG Planning Grant Application by Trustee Catalano, seconded by Trustee Cochran and was carried unanimously.**

**There being no further business to come before the board, the meeting was adjourned on a motion made by Trustee Holbrook, seconded by Trustee Lutes and was carried unanimously.**