

**VILLAGE BOARD OF TRUSTEES
MEETING
SEPTEMBER 21, 2020**

Mayor Michael VandeVelde presiding

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

OTHERS: Vince Luce, Rebecca Betts-Paternosh, Rob Genthner, Andrew Webster, Ed LeBarron, Bonnie Rae Strickland, Chris Reese, Corry Fleck, Lyle Holland, Marsha Holland, Sandra Brown, Ed Slate, Dave Haskin, John Hemmer

MAYOR/BOARD

TRIBUTE TO THE FIRST RESPONDERS MEMORIAL

The First Responder's Memorial was dedicated 1 year ago on September 7th. The Committee has been putting this all together for the past three years and raised in excess of \$41,000 for the Tribute. A check in the amount of \$15,000 for the remaining funds from NCCF is officially being turned over to the Village of Westfield. This amount was the original Village commitment to get started for the funding of the bricks for the retaining wall, etc. with the intent that this would go back into the Park Reserve and be used for the completion of that park including the roadway, sidewalks, amphitheater etc. It was noted there is a little over \$4,000 left and it is hoped that the remaining funds outside of that \$15,000 be used for future maintenance and repairs. There are some things that need to be completed; some boxwood bushes for backdrop, and a sign to recognize major contributors towards the Park. Some outstanding brick orders remain.

WELCOME AND SWEARING IN OF RE-ELECTED BOARD MEMBERS

Trustees Mike Catalano, and Dennis Lutes were sworn in.

ANNUAL APPOINTMENTS FOR 2021

The board made a motion by Trustee Cochran, seconded by Trustee Catalano and was carried unanimously to approve the Annual Appointments for 2021 (held over from April 6th) and attached to these minutes.

RESOLUTIONS #11-14, 2020

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

RESOLUTION #11-2020

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 #12-2020
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 or approving the same shall be jointly and severally liable for any amount disallowed by the board of trustees.

**RESOLUTION #13-2020
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 57.5¢ per mile.

**RESOLUTION #14-2020
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.

DISCUSS USE OF CONSULTANT FOR EXECUTIVE ORDER #203

There is a Governor's Executive Order to form a Committee of Local Stakeholders to review our Police Policies with a plan to be returned to the State by April 1st.

The board made a motion by Trustee Holbrook, seconded by Trustee Lutes and was carried unanimously to approve the use of a Consultant for Executive Order #203.

MINUTES

The board made a motion to approve the minutes of 8/17/20 by Trustee Catalano, seconded by Trustee Lutes and was carried unanimously.

POLICE REFORM & REINVENTION COMMITTEE

The board will discuss this in Executive Session.

TAX APPLICATION FOR VERACITY ENTERPRISE

The board made a motion by Trustee Lutes, seconded by Trustee Holbrook and was carried unanimously to approve the corrected tax application for Veracity Enterprise.

APPROVAL OF CROSSING GUARD RESIGNATION

The board made a motion by Trustee Cochran, seconded by Trustee Lutes and was carried unanimously to approve the resignation of Crossing Guard, George Kurtz.

HALLOWEEN OBSERVANCE

The board made a motion by Trustee Cochran, seconded by Trustee Catalano and was carried unanimously to approve for Halloween Observance of Trick or Treat to be held on October 31st, from 6 p.m. to 8 p.m.

DISCUSS TAXICABS CHAPTER 138 OF THE VILLAGE CODE

The Village currently has in their Code that the Board would set a fee. Our Attorney suggested to just revoke that law and remove it from our Code.

The board made a motion by Trustee Catalano, seconded by Trustee Lutes and was carried unanimously for a resolution to revoke the law in regard to taxicabs. The Mayor will contact Village Attorney Joel Seachrist, to develop the Resolution.

FIRST RESPONDERS ACCEPTANCE

The board made a motion for the Village to accept the ownership, ongoing maintenance and insurance related responsibilities for the new First Responders Tribute by Trustee Holbrook, seconded by Trustee Lutes and was carried unanimously.

**POLICE DEPARTMENT
MONTHLY REPORT**

The board made a motion to approve the monthly report by Trustee Lutes, seconded by Trustee Catalano and was carried unanimously.

REQUEST EXECUTIVE SESSION - PERSONNEL

**FIRE DEPARTMENT
APPROVAL OF FIRE DEPARTMENT OFFICERS**

Congratulations were made to all the Fire Department Officers.

The board made a motion to approve the Fire Department Officers by Trustee Catalano, seconded by Trustee Cochran and was carried unanimously as follows: Fire Chief, Chris Reese; EMS Manager, Jamie Jaynes; 1st Assistant Chief, Corry Fleck; 2nd Assistant Chief, Josh Belcher.

MONTHLY REPORT

The monthly report was given by Chief Chris Reese.

PORTABLE RADIO DISCUSSION

The Fire Chief noted their need for portable radios which was discussed at their last F.D. meeting. These have not been budgeted for, and it was noted it is pretty tight at this point. This could be approved subject to the required Permissive Referendum (30 days following ad in paper) and if there is no petition, the purchase can proceed.

The motion was made by Trustee Catalano, seconded by Trustee Cochran and was carried unanimously to approve the purchase of 3 radios in the amount of \$8,715 from Equipment Reserve subject to permissive referendum.

**RECREATION DEPARTMENT
PROGRAM REPORT**

Recreation Director Andrew Webster read his Program Report updating the board with on-going projects.

WELCH FIELD ROOF REPLACEMENT BID RESULTS

It was noted that the two bids received were quite high. The project will be re-evaluated and hopefully will be able to do In-House utilizing our various department workers, Andrew was hoping at least the clerical/pump room roof, which is small could be completed this fall with the rest of it is in the Spring. Vince had spoken with Ed about trying to work this in for next Spring and maybe the Town crews could help as well.

**CODE ENFORCEMENT
MONTHLY REPORT**

Code Officer read her monthly report noting there were 23 permits issued from August 1st through August 31st.

PUBLIC WORKS

PROJECT UPDATE

The Parking Lot is progressing slowly. Problems encountered over last couple weeks delaying some things as all the concrete plants are booked with pre-winter projects. It is difficult to get the concrete at this time. The Mayor suggested looking at Corry Concrete for another possible choice.

DECLARE SURPLUS

The board made a motion by Trustee Holbrook, seconded by Trustee Catalano and was carried unanimously to declare the 2008 Ford Escape as surplus for Auction.

REQUEST EXECUTIVE SESSION – PERSONNEL

TREASURER

MONTHLY FINANCIALS

The board made a motion to approve the monthly financials by Trustee Holbrook, seconded by Trustee Lutes and was carried unanimously.

CLERK

WARRANTS

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

Electric	W#17	\$267,683.98
General	W#17	105,669.32
Water	W#17	42,699.57
Sewer	W#17	8,101.48
Water	W#20	24,899.79
General	W#19	123,807.45
Sewer	W#21	27,819.96
Capt'l Proj. Parking	W# 7	11,504.04
Electric	W#19	93,058.10

PUBLIC WORKS DEPARTMENT VACATION NOTIFICATION

Ed noted that he has vacation time to use up and will be taking from October 19th - November 6th.

REQUEST EXECUTIVE SESSION – PERSONNEL

The board made a motion to enter into Executive Session by Trustee Cochran, seconded by Trustee Lutes and was carried unanimously.

EXECUTIVE SESSION

Following the Executive Session, the board made a motion to re-enter regular session by Trustee Lutes, seconded by Trustee Catalano and was carried unanimously.

ACTION

Action taken as a result of the Executive Session is as follows:

The board made a motion by Trustee Cochran, seconded by Trustee Holbrook and was carried unanimously for the hiring of Dan DeMarco to fill the vacant position in the Public Works Department left by the resignation of Brady Nusom, whose final date is 9/25/20.

The board made a motion by Trustee Holbrook, seconded by Trustee Cochran and was carried unanimously to approve the hiring of Kevin Seblink as a P.T. Crossing Guard and also the re-hiring of Randy Edwards to fill in for P.T. Crossing Guard.

The board made a motion by Trustee Cochran, seconded by Trustee Holbrook and was carried unanimously to hire a replacement for the position of Full-Time Police Officer, Adam Tanner.

The board made a motion by Mayor VandeVelde, seconded by Trustee Cochran and was carried unanimously to approve our Custodian, Dave Horton's request to retire early and then to return on a trial basis as Part-Time Custodian for 6 months.

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

VILLAGE OF WESTFIELD
 ANNUAL ORGANIZATIONAL MEETING
 APPOINTMENT LIST SEPTEMBER 21, 2020 (APRIL 6, 2020)

UNIT OR NAME	TERM	THIS TERM EXPIRES
Village Administrator Vincent E. Luce	2 years	2022
Village Clerk Vincent E. Luce	2 years	2022
Village Treasurer-Financial Manager Rebecca Betts-Paternosh	2 years	2022
Deputy Village Clerk Rebecca Jackson	2 years	2022
Deputy Village Treasurer Kyle Sunday	2 years	2022
Deputy Mayor Robert Cochran	1 year	2021
Village Attorneys Joel Seachrist, Esq. Feldman Kieffer LLP (Labor Relations & HR) Matthew Feldman	1 year	2021
Acting Justice Jerry LaPorte	1 year	2021
Emergency Coordinator Robert Genthner	1 year	2021
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	2021
Electric Department Liaison: DPW Advisory Dennis Lutes	1 year	2021

Water & Sewer Department Liaison: DPW Advisory Dennis Lutes		1 year	2021
Fire Department Liaison: Mike Catalano		1 year	2021
Cable TV Liaisons: Vacant		1 year	2020
Board of Ethics		2 year term	
Holiday Decorating/Beautification Committee Marilyn Hemmer	Chair	1 year term	2021
Department of Public Works Advisory Board			
Todd Swanson	Chair	5 years	2023
James Scarpine		5 years	2025
Steve Rudnicki		5 years	2022
James Simpson		5 years	2022
Dennis Lutes (Liaison)		1 year	2021
John Poshka		5 years	2025
Troy Winkelman		5 years	2021
Doug Sanderson		5 years	2023
James Scarpine		5 years	
Zoning Board of Appeals			
Ronald Catalano, Jr.	Chair	5 years	2024
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	2025
Diana Holt		5 years	2022
Darlene Golibersuch		5 years	2022
Rick Mathews		5 years	2022
Tracy Bennett		5 years	2025
Westfield Development Corporation Liaison Al Holbrook		1 year	2021
Harassment Prevention Committee Vacant Al Holbrook		1 year	2021

Youth Recreation Commission		
Roxanne Baideme	3 years	2023
Roger Miller	3 years	2021
Kayla Hotchkiss	3 years	2021
Stacy Holland	3 years	2022
Wade Dellow	3 years	2023
Michele Shields	3 years	2022
Vacancy		
Recreation Department Board Liaison:		
Robert Cochran	1 year	2021
Mayor as Claims Auditor	1 year	

Official Designations

- | | |
|-------------------------------|--|
| <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>57.5¢ per mile</i> |

THE VILLAGE OF WESTFIELD

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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.

I certify that the above resolutions were authorized by the Village Board of the Village of Westfield, New York on this 21st day of September, 2020.

In Witness Whereof, I have hereunto set my hand and the official seal of the Village of Westfield on this 21st day of September, 2020.

SEAL



Vincent E. Luce
Village Clerk