

**VILLAGE BOARD OF TRUSTEES  
MEETING  
JUNE 19, 2023**

Mayor Dennis Lutes presiding

MEMBERS: Judy Einach, Blake Maras, Johanna Kelley

OTHERS: Vince Luce, Becki Betts-Paternosh, Ed LeBarron, Corbin Meleen,  
Andrew Webster, Ed Slate, Dave Haskin, Don McCord,  
Steve & Kate Mayer, Anne Kneer, Jamie Johnson

EXCUSED: Andrew Thompson, Chris Reese, Josh Freifeld

**MAYOR/BOARD  
MINUTES**

**The board made a motion by Trustee Maras, seconded by Trustee Einach and  
was carried unanimously to approve the Minutes of 5/15/23.**

**RESOLUTION #10-2023/MAIN STREET GRANT CHAUT. HOUSING  
REHABILITATION CORPORATION (CHRIC)**

**The board made a motion to approve the following Resolution by Trustee Einach,  
seconded by Trustee Maras and was carried unanimously.**

Resolution by the Village Board of Trustees approving and endorsing Chautauqua Housing  
Rehabilitation Corporation, (CHRIC), in its application to NYS Homes and Community Renewal  
for funding under the New York Main Street Program.

WHEREAS, the Chautauqua Housing Rehabilitation Corporation, (CHRIC), desires to apply for  
\$360,000 in financial assistance through the 2023, Consolidated Funding Application (CFA)  
under the New York Main Street Program; and

WHEREAS, the application proposes funding to assist property owners to complete building  
renovations to downtown "main street" buildings on Main Street between North Portage Street  
to Market Street; and

WHEREAS, the proposed funding will contribute to ongoing community revitalization efforts; and  
WHEREAS, the grant application requires that the applicant obtain the approval and  
endorsement of the governing body of the municipality in which the project will be located.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of the Village of Westfield  
approves and endorses the 2023 New York Main Street Grant for assistance prepared and to  
be submitted by Chautauqua Housing Rehabilitation Corporation, (CHRIC). Passed by the  
following vote of all Village Board of Trustee Members voting in favor thereof:

Village Board of Trustee Members:

Affirmative: # Trustee Einach, Trustee Maras, Trustee Kelley  
Negative: # 0  
Abstain: # 0

I, Vincent E. Luce, do hereby certify that Resolution #10-2023 was passed at a meeting of the Village Board of Trustees held on Monday, June 19, 2023, and is on file and of record, and that said resolution has not been altered, amended, or revoked and is in full force and effect.

#### MAIN STREET CLOSURE/FIRST FRIDAY

Following much discussion regarding the difficulty to be encountered by especially the large semi-trucks to get around the problematic side street corners during the First Friday Route 20 Closing, **the board made a motion to approve the closing by Trustee Einach, seconded by Trustee Kelley and was carried unanimously to allow the closure for First Fridays.**

#### POLICE DEPARTMENT

The monthly report was given by Chief Corbin Meleen which was approved on a motion made by Trustee Einach, seconded by Trustee Maras and was carried unanimously.

#### RECREATION DEPARTMENT

The board made a motion by Trustee Kelley, seconded by Trustee Einach and was carried unanimously to approve the hiring of three additional Lifeguards as listed on the document submitted by Recreation Director Andrew Webster.

The board made a motion to approve the Recreation Department program report by Trustee Kelley, seconded by Trustee Maras and was carried unanimously.

#### CODE ENFORCEMENT

The Code Enforcement report was approved as submitted on a motion made by Trustee Kelley, seconded by Trustee Maras and was carried unanimously.

**Tax Exemption status for 36 Academy (Land Bank)**

#### HISTORIAN

The Historian's report was approved on a motion made by Trustee Einach, seconded by Trustee Kelley and was carried unanimously.

#### PUBLIC WORKS DEPARTMENT

The board made a motion by Trustee Einach, seconded by Trustee Maras and was carried unanimously to declare the 2008 Chevy Cobalt LT as abandoned and permission to dispose of.

#### RESTROOM TRAILER PLACEMENT

The plan is to open for Alumni Weekend in July.

#### MUELLER CENTURION FIRE HYDRANT QUOTE

**The board made a motion by Trustee Maras, seconded by Trustee Einach and was carried unanimously to approve the Blair Supply Quote for five hydrants amounting to \$18,525.00.**

Other quotes received were as follows:

Core & Main Extended	\$18,545.60
Ferguson Supply Extended	\$18,565.08

**MUELLER MEGA-LITE DRILLING MACHINE QUOTE**

**The board made a motion by Trustee Kelley, seconded by Trustee Einach and was carried unanimously to accept the quote from Blair Supply for the Mueller MEGA-LITE Drilling Machine in the amount of \$18,692.**

Other quotes received were as follows:

Core & Main	\$19,039.81
Ferguson Supply	\$18,757.20

**DECLARE OLD MUELLER TAPPING MACHINE DRILL SURPLUS**

**The board made a motion by Trustee Einach, seconded by Trustee Kelley and was carried unanimously to declare the old Mueller Machine drill as Surplus.**

**WATER & SEWER DEPARTMENT**

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

RESOLUTION #9-2023/Support & Authorization Water Quality Improvement Project, Wastewater Treatment Improvements

**The board made a motion to approve the following Resolution on a motion made by Trustee Einach, seconded by Trustee Maras and was carried unanimously.**

WHEREAS, the Village of Westfield, Chautauqua County, supports the submission of a 2023 Consolidated Funding Application (CFA) on behalf of the Village to complete improvements at the Wastewater Treatment Plant and address Inflow & Infiltration within the collection system; and

WHEREAS, the New York State Department of Environmental Conservation (DEC) provides a competitive statewide grant funding for wastewater treatment improvements to municipal wastewater systems and the Village of Westfield considers this project a priority; and

NOW THEREFORE BE IT RESOLVED, the Village Board, on behalf of the Village, identifies the Village Mayor as the authorized representative for the project, able to execute necessary documents relative to and as required for this application; and

BE IT FURTHER RESOLVED, the Village Board does hereby accept that they shall provide at least a 25% match of the total of any grant funding awarded as a local match in the form of in-kind services or cash contributions hereby appropriated and obligated from the SRF Financing; and

BE IT FURTHER RESOLVED, the Village Board approves MRB Group to prepare and submit the WQIP grant application within the CFA portal; and

BE IT FURTHER RESOLVED, that the Village of Westfield, recognizes and fully supports the submission of the CFA for a Wastewater Treatment Improvement Grant by MRB Group on behalf of the Village for improvements to the Wastewater Treatment Plant and to address Inflow and Infiltration within the collection system.

Motion by: Trustee Einach

Seconded by: Trustee Maras

Passed by the following vote of all Village Board Members voting in favor thereof:  
 Affirmative Village Board Members:  
 Affirmative: # 3  
 Negative: # 0  
 Abstain: # 0

I, Vincent E. Luce, do hereby certify that Resolution #9 was passed at a meeting of the Village of Westfield Village Board held on 06/19/23, and is on file and of record, and that said Resolution has not been altered, amended, or revoked and is in full force and effect.

**ANNUAL SUPPLIES BID DISCUSSION**

**Due to a typo on the original bid award memo, the board awarded to Thatcher Chemical for the Aluminum Sulfate rather than was listed as Chem Trade which was approved on a motion made by Trustee Einach, seconded by Trustee Kelley and was carried unanimously.**

**ELECTRIC DEPARTMENT**

**The board made a motion by Mayor Lutes, seconded by Trustee Einach and was carried unanimously to approve the Electric Dept. monthly report.**

**TREE REMOVAL/ELECTRIC LINE CLEARANCE BID**

**The board made a motion by Trustee Kelley, seconded by Trustee Maras and was carried unanimously to award the bid to Bentley Tree Service in the amount of \$96,600.**

There were no other bidders.

**REQUEST EXECUTIVE SESSION/PERSONNEL**

**TREASURER**

**APPROVAL OF REVENUE & EXPENSE REPORTS**

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

**CLERK**

**WARRANTS**

**The following warrants were approved on a motion made by Trustee Einach, seconded by Trustee Kelley and was carried unanimously.**

General	W#2	\$32,684.87
Sewer	W#3	18,150.00
Sewer	W#2	24,898.39
Electric	W#2	61,801.74
General	W#3	23,400.00
Water	W#3	7,800.00
Water	W#2	34,000.85
Electric	W#3	18,150.00

Capt'l	W#1	742.40
Electric	W#6	201,829.10
General	W#6	89,988.26
Electric	W#5	49,268.89
General	W#5	68,701.83
Sewer	W#6	66,740.75
Sewer	W#7	43,557.77
Water/Minton	W#8	1,409.00
Water	W#6	37,827.25
Water	W#7	26,687.55

The board made a motion to enter Executive Session to discuss Personnel on a motion made by Mayor Lutes, seconded by Trustee Einach and was carried unanimously.

**EXECUTIVE SESSION**

Following discussion, the Executive Session was ended on a motion made by Trustee Einach, seconded by Trustee Maras and was carried unanimously and the board re-entered regular session.

**ACTION**

Action taken resulting from the Executive session follows:

The board made a motion by Trustee Einach, seconded by Trustee Maras and was carried unanimously to approve upgrading the following employees from the position of Electric Helper to Line Apprentice.

Scott Frudd effective 6/19/23  
Dillon Kowski effective 6/20/23  
Alex Nusom effective 6/21/23

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