**VILLAGE BOARD OF TRUSTEES**

**MEETING**

**MAY 20, 2024**

Mayor Dennis Lutes presiding

MEMBERS: Judy Einach, Blake Maras, Johanna Kelley

EXCUSED: Josh Freifeld

OTHERS: Vince Luce, Kyle Sunday, Josh Belcher, Dan Hogg, Erin Schuster, Ed LeBarron, W. F. Christ Jr., Ed Slate, Hailey Dunlap, Mackenzie Nollinger, Tom Herr, Dave Rice, Miranda Salzler, Zach Bobseine, Lauren Harper, M. Cipolla, Don McCord, Steve & Kate Mayer, Jody Falkner, Deb Puckhaber, Lynlee Cunningham, Kathy Archer

**MAYOR/BOARD**

7:00 P.M. PUBLIC HEARING OPEN-RESTORE NY GRANT/KALEIDOSCOPE FARMS AND TUSK CONSTRUCTION

This Grant is no longer being applied for.

PRESENTATION OF WACS BUDGET

School Superintendent Michael Cipolla and Lauren Harper presented the board with an overview of the School Budget.

RESOLUTION #12-2024/NYS WATER INFRASTRUCTURE IMPROVEMENT ACT OF SUPPORT & AUTHORIZATION FOR DRINKING WATER GRANT APPLICATION

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

WHEREAS, the Village of Westfield, Chautauqua County, supports the submission of a New York State Water Infrastructure Improvement Act (WIIA) application, on behalf of the Village, for water system improvements, hereinafter referred to as the “Project”; and

WHEREAS, the New York State Environmental Facilities Corporation (EFC) administers grants to assist municipalities in funding water quality infrastructure projects that protect public health and improve water quality; and

WHEREAS, an Engineering Report entitled “*Preliminary Engineering Report for the Village of Westfield-Water System Improvements,” dated in 2024,* recommends implementing the Project to improve water quality and protect public health; and

NOW, THERFORE BE IT RESOLVED, the Village of Westfield Board identifies the Village Mayor as the authorized representative of the Village to submit such grant application on behalf of the Village and execute all associated documents relative to the water system improvement project and as required for the grant application,financial application and funding agreement, as applicable; and

BE IT FURTHER RESOLVED**,** that the Village may be obligated to provide local matching funds totaling at least 40% of the Project Costs in the form of in-kind services or cash contributions appropriated through State Revolving Fund (SRF) or other approved financing or funds, in accordance with the Bond Resolution; and

THEREFORE, BE IT FURTHER RESOLVED that the Village Board of the Village of Westfield, fully supports the Project and submission of the 2024 WIIA grant application by MRB Group on behalf of the Village to improve water quality, reliability and protect public health.

A Public Hearing was scheduled for June 11th at 6:30 p.m. for Public Hearing Open-Restore NY Grant/Kaleidoscope Farms and Tusk Construction.

MINUTES

**The board made a motion by Trustee Einach, seconded by Trustee Maras and was carried unanimously to approve the minutes of April 29, 2024.**

NEW ZBA MEMBER

**The board appointed Member Rich Koerner to Chairman of the Zoning Board of Appeals on a motion made by Trustee Einach, seconded by Trustee Kelley and was carried unanimously.**

CLOSE PUBLIC HEARING

**The public hearing was closed on a motion made by Trustee Kelley, seconded by Trustee Maras and was carried unanimously.**

**POLICE DEPARTMENT**

**The board made a motion to approve the Police Monthly Report by Trustee Einach, seconded by Trustee Kelley and was carried unanimously.**

MEMORIAL DAY PARADE

**The board made a motion by Trustee Einach, seconded by Trustee Maras and was carried unanimously to approve for Police Department Overtime for the Memorial Day Parade.**

VEHICLE

Chief Meleen reported that a Patrol car has been ordered and should be received by August.

**FIRE DEPARTMENT**

**Chief Josh Belcher gave the Fire Department Report which the board made a**

**motion by Trustee Maras, seconded by Trustee Kelley and was carried unanimously to approve.**

The Chief stated he is researching a company called PS Trax. It is an inventory/ maintenance software company to assist with some of the issues that have been dealt with the PESH inspections, it will all be online and easily accessible.

Also, a request for board approval to look into an LED Sign to replace the current sign as these signs are not allowed in the Village, so he is asking for Permission.

It was noted that this request would have to be presented to the Planning Board.

**RECREATION DEPARTMENT**

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

APPROVAL FOR SEASONAL EMPLOYEES

**The board made a motion by Trustee Maras, seconded by Trustee Kelley and was carried unanimously to approve the listing for Recreation Dept. Seasonal Employees.**

**ZONING**

The new Code Enforcement officer, Dan Hogg, was introduced by the Mayor.

**The Zoning Report was given and approved on a motion by Trustee Einach, seconded by Trustee Kelley and was carried unanimously.**

**CODE ENFORCEMENT**

**The Code Report was given and approved on a motion made by Trustee Einach, seconded by Trustee Kelley and was carried unanimously.**

**HISTORIAN**

**The board made a motion to approve the Historian’s report by Trustee Einach, seconded by Trustee Kelley and was carried unanimously.**

Village Clerk Luce commended Historian Marybelle Beigh, Bill & Pat Locke and Andrew Webster for their assistance and willingness with the moving of the Historian office into the Recreation Office to make room for the Village Code and Village Zoning Officer as well as an acknowledgement from Marybelle for everyone’s help.

**PUBLIC WORKS DEPARTMENT**

PERMISSION TO PURCHASE 20 TYPE 3 BARRICADES FOR FIRST FRIDAYS AND ANY OTHER TIME NEEDED FOR CLOSING DOWN THE ROAD

**The board made a motion by Trustee Maras, seconded by Trustee Kelley and was carried unanimously, with the condition of DOT approval, for the purchase of 20 TYPE 3 Barricades, total cost being $5,234.68; with the Village’s share $2,617.34; and the Town’s share of 50%.**

CHAUTAUQUA COUNTY CHAMBER REQUESTS PERMISSION TO PROVIDE LABOR FOR CLOSURE AND RE-OPENING OF MAIN STREET FOR FIRST FRIDAYS

**The board made a motion by Trustee Einach, seconded by Trustee Kelley and was carried unanimously, pending DOT approval, for the Village of Westfield to provide labor, with the Chamber covering the cost; for the closure and re-opening of Main Street for First Fridays; June 7th, July 12th,**

**August 2nd and September 6th from 5:00-8:00 p.m. The Street Department will have the road closed completely at 4:00 p.m.**

RESIGNATION

**The board made a motion to approve the resignation of Utility Worker, Adam Moulton from the PWD Dept. effective May 23, 2024 by Trustee Kelley, seconded by Trustee Maras and was carried unanimously.**

Ed noted that at the present time, there are two open positions in the Public Works Department and applications are being taken.

REQUEST EXECUTIVE SESSION PERSONNEL

**WATER & SEWER DEPARTMENT**

LEAD SERVICE UPDATE

Erin Schuster noted that everyone in the Village down to the Thruway has been notified once and if anyone has not made an appointment with the Water Department to inspect their service. The report must be received by the State by October 16th.

HYDRANT FLUSHING

He noted they have been assisting the Street Department with the Hydrant Flushing and have completed through the Village last Friday and will be continuing to Route 5- Barcelona District.

Further noted, Water Plant Operator Justin Parker received his 2A Water License last month which will help with staffing and shift coverage at the Water Plant. There was applause for this accomplishment for Justin Parker.

**The board made a motion to approve the Water & Sewer Report by Trustee Einach, seconded by Trustee Maras and was carried unanimously.**

**ELECTRIC DEPARTMENT**

REPORT

Erin reported that they are working on the installation of running power to Fort Street substation and continuing work on the circuit coming up Pearl Street, installing new poles and transferring wires**.**

**The board made a motion to approve the Electric Department Report by Trustee Kelley, seconded by Trustee Maras and was carried unanimously.**

**TREASURER**

WARRANTS

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

**General W#54 $436,661.62**

**Sewer W#56 42,959.26**

**Water W#64 56,764.30**

**Electric W#53 160,605.81**

**The board made a motion by Trustee Einach, seconded by Trustee Maras and was carried unanimously to enter into Executive Session to discuss Personnel.**

**EXECUTIVE SESSION/PERSONNEL**

**Following the Executive Session, the board made a motion to reenter regular Session by Trustee Maras, seconded by Trustee Kelley and was carried unanimously.**

ACTION

**Action taken from the Executive Session is as follows:**

**The board made a motion by Trustee Kelley, seconded by Trustee Maras and was carried unanimously to approve Mike Johnson as full time Laborer in the Public Works Department.**

**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.**