**VILLAGE BOARD OF TRUSTEES**

**REORGANIZATIONAL MEETING**

**APRIL 1, 2024**

Mayor Dennis Lutes presiding

MEMBERS: Judy Einach, Josh Freifeld, Blake Maras, Johanna Kelley

OTHERS: Vince Luce, Rebecca Paternosh, Becky Jackson, Ed LeBarron, Erin Schuster, Corbin Meleen

**MAYOR/BOARD**

6:30 p.m.

The Mayor and Trustees met at the Fire Hall for annual inspection and presentation of the check prior to the regular Village Board meeting.

7:15 p.m.

PUBLIC HEARING-LOCAL LAW #2-2024/AUTHORIZING PROPERTY TAX LEVY IN EXCESS OF THE LIMIT ESTABLISHED IN GENERAL MUNICIPAL LAW

The Public Hearing was begun and left open for any comments. The Treasurer noted that the 2024-2025 General Fund budget is $18,037 over the tax cap.

WELCOME TO NEWLY ELECTED TRUSTEES

The Mayor welcomed the newly elected Trustees, Johanna Kelley and Blake Maras, to serve another term on the Board of Trustees after which they were sworn in by the Village Clerk with the Oath of Office.

ANNUAL APPOINTMENTS 2024-2025

**There was discussion regarding the following Annual Appointment listing, noting that modifications may be made as additions/deletions arise, which was approved on a motion made by Trustee Freifeld, seconded by Trustee Kelley and was carried unanimously.**

VILLAGE OF WESTFIELD

ANNUAL ORGANIZATIONAL MEETING

APPOINTMENT LIST APRIL 1, 2024

UNIT OR NAME TERM THIS TERM EXPIRES

Village Administrator 2 years 2026

Vincent E. Luce

Village Clerk 2 years2026

Vincent E. Luce

Village Treasurer-Financial Manager 2 years 2026

Rebecca Betts-Paternosh

Deputy Village Clerk

Rebecca Jackson 2 years 2026

Deputy Village Treasurer 2years2026

Kyle Sunday

Deputy Mayor1 year2025

Josh Freifeld

Village Attorneys1 year2025

Joel Seachrist, Esq.

Matthew Feldman

Sarah Rodman

Feldman Kieffer LLP

Acting Justice1 year2025

Jerry LaPorte

Emergency Coordinator 1 year2025

Corbin Meleen

Police Department Liaison: 1 year 2025

Judy Einach

Public Works Department Liaison: 1 year 2025

DPW Advisory

Dennis Lutes

Electric Department Liaison: 1 year 2025

DPW Advisory

Dennis Lutes

Water & Sewer Department Liaison: 1 year 2025

DPW Advisory Dennis Lutes

Fire Department Liaison: 1year 2025

Blake Maras

Kyle Sunday

Cable TV Liaisons*:*1 year

Vacant

Board of Ethics  2-year term 2025

Vinny Sanzo

Al Holbrook

Vince Luce

Holiday Decorating/Beautification Committee

Marilyn Hemmer Chair1-year term 2025

Department of Public Works Advisory Board

Todd Swanson Chair 5 years 2028

Steve Rudnicki 5 years 2027

James Simpson 5 years 2027

Dennis Lutes (Liaison) 1 year 2025

Troy Winkelman 5 years 2026

Zoning Board of Appeals

TBD Chair 5 years

John Hanmann 5 years 2028

Richard A. Koerner, Jr. 5 years 2028

William F. Christ 5 years 2028

Robert R. Mascaro 5 years 2028

Charles Mutch 5 years 2029

Planning Board

Don McCord Chair 5 years 2025

Diana Holt 5 years 2027

Rick Mathews 5 years 2027

Tracy Bennett 5 years 2025

Britt Mead 5 years 2027

Mary Ellen Humphry (Alternate) 5 years 2028

Jamie Johnson (Alternate) 5 years 2028

Westfield Development Corporation Liaison 1 year 2025

Johanna Kelley

Harassment Prevention Committee 1 year 2025

Vacant

Judy Einach

Youth Recreation Commission

Roxanne Baideme 3 years 2026

Roger Miller 3 years 2027

Kayla Hotchkiss 3 years 2027

Michele Shields 3 years 2025

Don Paddock 3 years 2027

Kevin Montalbano (added 4/17/23) 3 years 2026

Recreation Department Board Liaison:

Josh Freifeld 1 year 2025

Mayor as Claims Auditor 1 year 2025

Fair Housing Officer

Zoning and/or Code Officer 1 year 2025

Tree Board

Pete Holt 3 years 2025

Jerry LaPorte 3 years 2025

Don McCord 3 years 2025

3 years 2025

Wendy Santilli 3 years 2025

Stephanie Blount 3 years 2025

*Official Designations*

*1. Meeting Time/Day 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*

*2. DPW Advisory Board Second Tuesday of each month or as needed, 6:30 pm at Electric Department*

*3. Depositories Community Bank*

*Chase Bank; JP Morgan Chase; M & T Investment Group, NY Class*

*3. Official Newspapers The Westfield Republican*

*The Dunkirk Evening Observer*

*4. Mileage 67₵ per mile*

7:30 p.m.

PUBLIC HEARING-2024-2025 PROPOSED GENERAL FUND BUDGET

The Mayor opened the Public Hearing for any comments in regard to the General Fund Budget. The General Fund budget is $3,802,307. The Tax Rate is 12.8408, which is

42₵ more than last year an increase of 3.4%.

RESOLUTIONS #3-6/2024

**The following resolutions were approved on a motion made by Trustee Freifeld, seconded by Trustee Maras and carried unanimously.**

RESOLUTION #3-2024

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 #4-2024

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 #5-2024

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 67₵ per mile.

RESOLUTION #6-2024

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.

RESOLUTION #8-2024/NYMPA DELEGATE

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

At a regular meeting of the Village Board of Trustees of Westfield, New York held on Monday, April 1, 2024, the following resolution was adopted on a motion made by

Trustee Einach, seconded by Trustee Kelley and was carried unanimously.

WHEREAS, the Board of Trustees of the Village of Westfield, New York is a municipal member of the New York Municipal Power Agency, and

WHEREAS, the Annual Meeting of the Agency will be held on May 21st, 2024 in Syracuse, NY and

WHEREAS, in accordance with the bylaws of New York Municipal Power Agency, each municipal member may cast one vote on each transaction properly brought before this meeting.

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

On roll call: Affirmative: \_\_\_\_\_5\_\_\_\_\_\_ Negative: \_\_\_\_\_0\_\_\_\_\_\_\_

I certify that this resolution was adopted by the Village Board of Trustees of the Village of Westfield New York on the 1st day of April 2024.

RESOLUTION #9-2024/MEUA ACCREDITED DELEGATE

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

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

WHEREAS, the Annual Meeting of the Municipal Electric Utilities Association of New York State has been called on, to be held at the Embassy Suites – Destiny in Syracuse on May 21st and May 22nd 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 Village of Westfield, New York.

I certify that this resolution was adopted by the Village of Westfield, New York on the

1st day of April 2024.

MINUTES

**The board made a motion by Trustee Maras, seconded by Trustee Freifeld and was carried unanimously to approve the minutes of 3/11/24 and 3/18/24.**

CLOSE HEARINGS

**The motion was made by Trustee Einach, seconded by Trustee Kelley and was carried unanimously to close the Public Hearing for Local Law #2.**

**The motion was made by Trustee Freifeld, seconded by Trustee Maras and was carried unanimously to close the Public Hearing for the 2024-2025 General Fund Budget.**

ACTION ON LOCAL LAW #2-2024

**The board made a motion by Trustee Freifeld, seconded by Trustee Kelley and as carried unanimously to approve Local Law #2-2024 authorizing property tax levy in excess of the limit established in General Municipal Law.**

ACTION ON 2024-2025 GENERAL FUND BUDGET

**The board made a motion by Trustee Freifeld, seconded by Trustee Einach and was carried unanimously.**

REQUEST FOR EXECUTIVE SESSION PERSONNEL/ELECTRIC DEPARTMENT

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

EXECUTIVE SESSION

**Following discussion, the Executive Session was ended on a motion by Trustee Maras, seconded by Trustee Einach and was carried unanimously.**

**After re-entering regular session, the board made a motion by Trustee Freifeld, seconded by Trustee Maras and was carried unanimously to approve the hiring of Cameron Wright into the Electric Department as a Lineman A1 with the remainder of training cost balance owed to the Village being waived only if he stays with the Village for an additional 4 years from the effective date of hire**

**to be decided by Andrew Thompson.**

**After each year of work completed, the balance will be reduced by 25%. Total remaining balance is $19,045.22 as of March, 2024.**

**Also, the amount already paid back to the Village for training will not be refunded. Paid time off i.e. vacation/sick/personal days will begin as a new employee.**

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