

TOWN BOARD MEETING

Town of Westfield

November 4, 2020

PUBLIC HEARING

(Town of Westfield 2021 Preliminary budget)

Supervisor Bills called the public hearing to order at 7:20pm in Eason Hall auditorium, 23 Elm Street, Westfield, NY, with the following members and guests present: Practiced social distancing, six feet apart, masks were worn, NYS sanitizer available and used during the COVID-19 pandemic and adhered to NYS Governor's guidelines.

Supervisor: Martha R. Bills Guest: William Bauer
Councilmen: David Brown
 David Spann
 James Herbert
Absent: Will Northrop

Highway Superintendent: David Babcock
Code Officer: Bonnie Rae Strickland
Attorney: Joel Seachrist

Supervisor Bills explained that the Public Hearing was being held to hear all persons in regard to the proposed 2021 Town Budget for the Town of Westfield. Supervisor Bills thanked all of the Department heads for containing costs, 2021 has a lot of uncertainties. The board has met a few times to discuss the 2021 budget. The total proposed Tax Levy is \$885,100 (amount to be raised by taxes) and is under the State imposed tax cap (1.56%). The tax rate for Town and Village residents is \$3.18, an increase of .8 cents from last year a twenty thousand dollar increase from last year.

The Legal notice was posted in the newspaper of the Public Hearing.

No comments were made.

Supervisor Martha Bills, made the motion to move that the public hearing be closed at 7:25pm. Councilman David Brown seconded the motion. Motion carried.

Respectfully submitted,
//original signed//
Andrea L Babcock, Town Clerk

TOWN BOARD MEETING
Town of Westfield
November 4, 2020

PUBLIC HEARING
(Special Assessment Roll for Improved Districts)

Supervisor Bills called the public hearing to order at 7:26pm in Eason Hall auditorium, 23 Elm Street, Westfield, NY, with the following members and guests present: Practiced social distancing, six feet apart, masks were worn, NYS sanitizer available and used during the COVID-19 pandemic and adhered to NYS Governor's guidelines.

Supervisor: Martha R. Bills Guest: William Bauer
Councilmen: David Brown
 David Spann
 James Herbert
Absent: Will Northrop

Highway Superintendent: David Babcock
Code Officer: Bonnie Rae Strickland
Attorney: Joel Seachrist

Supervisor Bills opened the public hearing to discuss the proposed cost in 2021 for improvement districts including Operations & Maintenance accounts and the water or sewer charges for each district.

The Town board oversees all of the special districts. The Supervisor explained the amount needed for each district. Operations & Maintenance charges, water /sewer rates and rents for special improvement districts are levied and charged against those properties within Special Improvement Districts in the Town of Westfield Town and County tax bill. This includes adding two water districts, East Route5 water district, East Route5 O& M and West Route20 water district O&M to the special district tax 2021 amount to be raised. The Town has one sewer district, Forest Park and several water districts. The sewer district, Forest Park had a 38year bond and was paid off in 2020.

The Legal notice was posted in the newspaper of the Public Hearing.

No comments were made.

Councilman David Spann made the motion to move that the public hearing be closed at 7:32pm. Councilman James Herbert seconded the motion. Motion carried.

Respectfully submitted,
//original signed//
Andrea L. Babcock, Town Clerk

**TOWN BOARD MEETING
Town of Westfield
November 4, 2020**

The regular meeting of the Town Board of the Town of Westfield was called to order at 7:32pm in Eason Hall auditorium, 23 Elm Street, Westfield, NY, with the following members and guests present: Practiced social distancing, six feet apart, masks were worn, NYS sanitizer available and used during the COVID-19 pandemic and adhered to NYS Governor's guidelines.

Supervisor: Martha R. Bills Guest: William Bauer
Councilmen: David Brown
 David Spann
 James Herbert
 Will Northrop (audit the bills and executive session)

Highway Superintendent: David Babcock
Code Officer: Bonnie Rae Strickland
Attorney: Joel Seachrist

Pledge of Allegiance

Councilman David Brown made a motion to waive the reading of the October 7, 2020 and the October 27, 2020 minutes inasmuch as all members received a copy thereof and that the minutes be accepted. The motion was seconded by Councilman James Herbert and carried unanimously.

Reports:

Supervisor Bills presented the monthly report on the Town's finances for the month of October 2020. All Board members have received a copy of the report for October 2020 and is accepted as submitted.

The Town Clerk's report together with a check in the amount of \$3671.45 representing fees for the month of September 2020 was turned over to Supervisor Bills. A check for \$60.00 representing fees for the month of September to NYS Department of Health, Marriage Licenses and a check in the amount of \$135.00 was turned over to NYS Department of Agriculture and Markets and NYS Decals in the amount of \$1,734.55 will be withdrawn on the 15th.

The Dog Warden's report for October 2020 was not received.
The Fire Department Report for September and October was received and placed on file.
The Town Court report for October 2020 was received and placed on file.
The WPD report for October 2020 was received and placed on file.

Highway:

- The Town Highway Superintendent submitted a written report on activities for October 2020 including gas and fuel usage, roadside mowing completed, ditching, replaced a culvert on Jillson Rd.
- Harbor is winterized and will be pulling out the slips next week. Black topping Lake Street with USDA grant funds from the East Route 5 Water project.
- Received a letter from the State that work will be done to Route 20. Town Highway Department will haul millings and will require one extra hour of over time per day during the State project more information will be forthcoming. A few municipalities will work on this project.

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Code Enforcement:

- The Code Enforcement Officer submitted a report for the month of October 2020. The report has been received and placed on file.

Assessor:

- An agreement will be forthcoming at the December meeting to help with Assessor services in Ripley for 2021. The new appointed Ripley Assessor needs to complete further education and certification and assistance is needed for 2021.

Barcelona Harbor:

- The Pier is closed for the season.

Public Comment:

- None

Announcements:

- Online webinars are available to all board members

Old Business:

- Route 5 District No.1 water project will try to close project out by the December meeting. The Town will need to have a federal audit in 2021 as federal funds received exceeded \$750,000.00.
- Route 5 Water District No. 2 is being reviewed no new information has been received.
- Working on the plans for Welch Trail, Supervisor Bills thanked the Highway Dept. for putting in drainage.
- LWRP (Local Water Front Revitalization Plan) will be starting back up again.

New Business:

Resolutions for 11/4/2020

Councilman David Spann offered the following resolution and moved for its adoption

Resolution No. 56 of 2020
Town of Westfield
Adoption of 2021 Town of Westfield Budget

BE IT RESOLVED, the Town Board of the Town of Westfield hereby approves and adopts the 2021 Preliminary Budget as presented as the 2021 Town Budget.

This was seconded by Councilman David Brown. Voting was as follows: Supervisor Martha Bills, aye; Councilman David Spann, aye; Councilman James Herbert, aye, Councilman Will Northrop, absent

Councilman David Spann offered the following resolution and moved for its adoption

TOWN BOARD MEETING

Town of Westfield

November 4, 2020

Resolution No. 57 of 2020

Town of Westfield

Approve the Special Improvement District Rolls

WHEREAS, the Town Board of the Town of Westfield, Chautauqua County, has completed an assessment schedule in connection with the proposed capital budgets, operation and maintenance charges, rates and/or rents to be levied and charged against those properties within the Special Improvement Districts in the Town of Westfield during the calendar year 2020, and has filed the same with the Town Clerk, and

WHEREAS, the Town Board caused due notice of the completion of said assessment schedule and of the time and place wherein the Town Board would meet to hear and consider any objections to said assessment schedule, to be duly published according to law, and

WHEREAS, the Town Board did meet at Eason Hall, 23 Elm Street, Westfield, New York on November 4, 2020, the time and place specified in said notice and heard and considered all objections to said assessment schedule,

THEREFORE, BE IT RESOLVED, that the said assessment schedule for 2021 be and the same is hereby affirmed and adopted as originally proposed and filed in the office of the Town Clerk of the Town of Westfield.

This was seconded by Councilman James Herbert. Voting was as follows: Supervisor Martha Bills, aye; Councilman David Brown, aye; Councilman David Spann, aye; Councilman James Herbert, aye, Councilman Will Northrop, absent

Supervisor Martha Bills offered the following resolution and moved for its adoption

Resolution No. 58 of 2020

Town of Westfield

Authorize the Supervisor to sign Welch Lease Agreement

BE IT RESOLVED, The Town Board of Westfield agrees to the proposed terms of a month to month lease of 210 square feet at 2 South Portage Street with Welch Foods, Incorporated for a sum of five hundred dollars per month and authorizes the Supervisor to sign any related documents.

This was seconded by Councilman David Brown. Voting was as follows: Supervisor Martha Bills, aye; Councilman David Brown, aye; Councilman David Spann, aye; Councilman James Herbert, aye, Councilman Will Northrop, aye.

Councilman David Brown offered the following resolution and moved for its adoption

Revision Description			Decrease	Increase
To move \$24,711.20 from A Fund Balnce To Cover the Cost of Welch Trail Recreation Area			Expenditures	Expenditures
RTP Grant NO. 151803 Invoice Number 7 & 8 to Erdman Anthony in the A Engineering Line				
Budget Journal				
A Funds (Genera Fund - Townwide)				
A 599		Appropriated Fund Balance DR	24,711.20	
A 1440.400		Engineers-Contractual CR		24,711.20
Total A Fund			24,711.20	24,711.20

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This was seconded by Councilman James Herbert. Voting was as follows: Supervisor Martha Bills, aye; Councilman David Brown, aye; Councilman James Herbert, aye; Councilman David Spann, aye, Councilman Will Northrop, absent

Councilman Will Northrop, entered Town Board meeting at 8:15pm.

At 8:15pm Supervisor Bills moved and Councilman David Spann seconded a motion to audit the bills. Warrants dated November 4, 2020 (voucher #' 569-631) in the amount of \$112,179.97 were drawn on the following funds:

General	\$91,552.66
General Part-Town	\$12,839.28
Highway	\$4,166.05
Highway Part-Town	\$3,593.33
Forest Park Sewer	\$26.15
North Town Water -Shorehaven	\$2.50

Warrants dated November 4, 2020 (voucher #'s 87-92) in the amount of \$2,936.55 were drawn on the following funds:

Welch Building	\$2,936.55
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These warrants were presented and audited by the Board members. Supervisor Bills made a motion to be directed to draw the necessary checks to cover the warrants as audited. The motion was seconded by Councilman David Brown. Voting was as follows: Supervisor Bills, aye, Councilman Brown, aye; Councilman Herbert, aye; Councilman Spann, aye, Councilman Will Northrop, aye.

There being no further business, at 8:25pm Supervisor Martha Bills moved and Councilman David Brown seconded a motion to move to executive session to discuss a particular personnel history. Unanimously carried.

At 8:35pm Supervisor Martha Bills moved and Councilman David Spann seconded a motion to return to regular session. Unanimously carried.

Supervisor Martha Bills offered the following resolution and moved for its adoption

Resolution No. 59 of 2020

Town of Westfield

Facilities Solution of WNY, LLC Oversight and Maintenance Agreement for Welch Building
RESOLVED, The Town Board of the Town of Westfield agrees to enter into an indefinite agreement with Facilities Solutions of WNY, LLC, for the oversight of 2-4 south Portage Street for a sum of \$790.00 per month.

This was seconded by Councilman David Brown. Voting was as follows: Supervisor Martha Bills, aye; Councilman David Brown, aye; Councilman David Spann, aye; Councilman James Herbert, aye, Councilman Will Northrop, aye.

There being no further business at 8:35pm Supervisor Martha Bills moved and Councilman David Brown seconded a motion to adjourn. Unanimously carried.

Respectfully submitted,
//original signed//
Andrea L Babcock, Town Clerk

ACCEPTED 12/2/2020