

**TOWN BOARD MEETING**  
**Town of Westfield**  
**March 1, 2023**

The regular meeting of the Town Board of the Town of Westfield was called to order at 7:30pm in Eason Hall, 23 Elm Street, Westfield, NY, with the following members and guests present:

|                |                 |        |               |                |
|----------------|-----------------|--------|---------------|----------------|
| Supervisor:    | Martha R. Bills | Guest: | William Bauer | Cristie Herbst |
| Councilmember: | David Brown     |        | Josh Larsen   |                |
|                | David Spann     |        | Chris Reese   |                |
|                | James Herbert   |        | Don McCord    |                |
|                | Will Northrop   |        | Ryan Norton   |                |

Highway Superintendent: David Babcock  
Code Officer: Bonnie Rae Strickland  
Attorney: Joel Seachrist  
Town Clerk: Andrea L. Babcock

**Pledge of Allegiance**

*Councilmember Will Northrop made the motion to accept the February 1, 2023, minutes inasmuch as all members received a copy thereof and the minutes be accepted. Councilmember David Brown seconded the motion. The motion was carried unanimously.*

**Reports:**

Supervisor Bills presented the monthly report on the Town's finances for the month of February. The report is always available in the Supervisors office. Everyone is welcome to view. All Board members have received a copy of the report and is accepted as submitted. Up to date revenues from January through February 2023 were presented to the board. All board members received a copy. Community bank reached out to let the Supervisor know that the interest rate on the money market account has gone up, not sure for how long and discussed fixed CD options.

The Town Clerk's report together with a check in the amount of \$4612.00 representing fees for the month of March 2023 will be turned over to the Town Supervisor. A check in the amount of \$23.00 will be turned over to NYS Department of Agriculture and Markets.

Councilmember David Brown made a motion and Councilmember David Spann seconded and carried unanimously the following Town annual events:

- Spring Clean-up will be held May 6<sup>th</sup> 9:00am -1:00pm at the Transfer Station, Bourne St.
- E-Waste will be held May 13<sup>th</sup> 9:00am-1:00pm- located at the Town Shop 118 Chestnut St. Acceptable electronics collection is free of charge. Prior years, a charge of \$10.00 was collected for CRT's television and or monitors. The fee will not be charged or collected.
- Rabies clinic will be held May 20<sup>th</sup> from 10:00am-12:00pm at the Town Shop, 118 Chestnut St.

Tax Collector's monthly collection report has been distributed to the Town Board and is on file with the Town Clerk. The total of \$1,455,121.19 was collected.

The Dog Warden's report for February 2023 was not received.

The Fire Department Report for January 2023 was received and placed on file.

**TOWN BOARD MEETING**  
**Town of Westfield**  
**March 1, 2023**

The Historian report for February 2023 was received and placed on file.

The Town Court report for February 2023 was not received.

The WPD report for January and February 2023 was received and placed on file.

**Highway:**

The Highway Superintendent submitted a written report for the month of February. The report has been accepted and placed on file.

- Councilmember James Herbert made the motion to accept the State D.O.T and Chautauqua County annual contract bids for the 2023 year. Seconded by Councilmember Will Northrop. The motion was carried unanimously.
- Councilmember Will Northrop made the motion to post the roads. Seconded by Councilmember David Brown. The motion carried unanimously.
- Councilmember David Brown made the motion to accept Town of Harmony road and materials bid from Girts Sand and Gravel. Seconded by Councilmember David Spann. The motion carried unanimously.

**Code Enforcement:**

The Code Enforcement Officer submitted a written report for February 2023. The report has been accepted and placed on file. Ms. Strickland thanked the Highway Department for building a blueprint storage container for the office.

**Barcelona Harbor:**

- Closed for the Season.
- Supervisor Bills met with Congressional Representatives and the County to discuss funding and ongoing problems.
- Walleye tournament representative Josh Larsen asked the board for permission to utilize two Town streets during the Walleye festival in Barcelona the first weekend in June. Councilmember David Brown made the motion and Councilmember James Herbert seconded. The motion carried unanimously.
- Councilmember David Brown made a motion to authorize the Town Clerk to request for pricing in the official Town newspapers for launch ramp dock extensions at the Daniel Reed Pier. Seconded by Councilmember David Spann and carried unanimously.

**Public Comment:**

- Historical Society Christie Herbst gave an overview of the McClurg museum and historical society and thanked the board and the Town for the continuing support.
- Chris Reese Westfield Fire Department Chief gave an overview of the department and thanked the board for considering the local law enacting tax exemption for volunteer firefighters and ambulance workers. Supervisor Bills and fire liaison David Brown will meet with Chief Reese at a later date to discuss equipment needs and funding.

**Announcements:**

- Taxes: March 1- April 3, 2023- 2% on original bill.

**TOWN BOARD MEETING  
Town of Westfield  
March 1, 2023**

- Village Election-March 21, 2023- Noon to 9:00pm at Eason Hall.

**Project Updates:**

- Route 5 Water District No. 2 easement letters and agreements are being returned to the Town.
- The Welch Trail project has received an extension for one year to complete. Supervisor Bills had a phone conference with the County and NY State Park representatives discussed plans to finalize the project.
- The sale of the Welch Building is finalized.

**New Business:**

*Councilmember David Brown offered the following resolution and moved for its adoption;*

**Resolution No.16 of 2023  
Town of Westfield**

**Set public hearing-Local Law No.1 of 2023-A Local Law Enacting a Property Tax Exemption For Volunteer Firefighters And Ambulance Workers Pursuant To Section 466-a Of The Real Property Tax Law.**

**BE IT RESOLVED**, the Town board of the Town of Westfield hereby sets a Public Hearing on Wednesday April 5<sup>th</sup> at 7:25pm for Local Law No. 1 of 2023.

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

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*Councilmember David Spann offered the following resolution and moved for its adoption;*

**Resolution No.17 of 2023  
Town of Westfield**

**Town Clerk attends NYSTCA Conference in Syracuse, April 23-26**

**BE IT RESOLVED**, The Town Board of the Town of Westfield hereby authorizes the Town Clerk to attend the NYSTCA Conference in Syracuse, April 23-26. Not to exceed \$1300.00.

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

**TOWN BOARD MEETING  
Town of Westfield  
March 1, 2023**

*Councilmember David Brown offered the following resolution and moved for its adoption;*

**Resolution No.18 of 2023  
Town of Westfield  
Mileage Rate**

**RESOLVED**, that the rate of milage for all Town Officials, when authorized, is hereby set at the IRS Standard Federal Rate of 65.5 cents per mile for 2023. The rate will be reviewed and considered annually at the January Annual Organizational meeting.

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

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*Councilmember David Brown offered the following resolution and moved for its adoption;*

**Resolution No.19 of 2023  
Town of Westfield**

**Authorize the Supervisor to sign the Archaeological Consulting Experts for Route 5 Benefit Water District No. 2 and Accept Proposal.**

**BE IT RESOLVED**, The Town board of the Town of Westfield herby authorizes the Supervisor to sign an agreement with Archaeological Consulting Experts, LLC (ACE) for a phase IB investigation as required for the Route 5 Benefit Water District No. 2.

**RESOLVED**, The Town Board of the Town of Westfield hereby accepts Archaeological Consulting Experts, LLC proposal from the Base Phase IB Report + Per STP: \$2,400 (base report) + \$20/STP.

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

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*Councilmember Will Northrop offered the following resolution and moved for its adoption;*

**Resolution No.20 of 2023  
Town of Westfield**

**Authorize the Supervisor to sign agreement with CCPEG-Barcelona Beach Hamlet Gateway project.**

**RESOLVED**, The Town Board of the Town of Westfield hereby authorizes the Supervisor to sign an agreement with Chautauqua Partnership for Economic Growth upon finalization from the county for the Barcelona Beach Hamlet Gateway Project. The Chautauqua County Partnership for Economic growth will support the project in the amount of \$22,000.00.

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***Councilmember Will Northrop offered the following budget revision and moved for its adoption;***

|   |   |                    |                     |
|---|---|--------------------|---------------------|
| Subject:  | Budget Revision #3 for Budget Year 2023               |                    |                     |
| <b>Revision Description</b>   |   | <b>Decrease</b>    | <b>Increase</b>     |
| To move \$6,673.87 from fund balance to cover the expenditures for March 2023 expenses.   |   | Expenditures       | Expenditures        |
| <b>Budget Journal</b>   |   |                    |                     |
| CM2 Fund (Welch Building)   |   |                    |                     |
| CM2 599   | Appropriated Fund Balance DR                          | <b>6,673.87</b>    |                     |
| CM2 1620.420  | Building Expenditure Welch CR                         |                    | <b>6,673.87</b>     |
| <b>Total CM2 Fund</b>   |   | <b>6,673.87</b>    | <b>6,673.87</b>     |
|   |   |                    |                     |
| <b>Revision Description</b>   |   | <b>Decrease</b>    | <b>Increase</b>     |
| To move \$2,737.49 from fund balance to pay CPL Architecture Engineering Planning Invoice 88675 for \$2,737.49. This Other Water, Contr Expense Account has been set up to record Route 5 Water District #2 expenses until the H Capital project fund is established and funded |   | <b>Expenditure</b> | <b>Expenditures</b> |
| <b>Budget Journal</b>   |   |                    |                     |
| A Fund (General Fund - Townwide)  |   |                    |                     |
| A 599   | Appropriated Fund Balance DR                          | <b>2,737.49</b>    |                     |
| A 8389.400  | Other Water, Contr Expend-Route 5 Water District 2 CR |                    | <b>2,737.49</b>     |
| <b>Total A Fund</b>   |   | <b>2,737.49</b>    | <b>2,737.49</b>     |

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

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***Supervisor Bills moved and Councilmember David Brown seconded a motion to audit the bills at 8:30pm***

Warrants dated March 1, 2023 (pre-paid vouchers #'s 80-82) in the amount of \$629.97 were drawn on the following funds:

|                   |           |
|-------------------|-----------|
| General           | \$ 597.75 |
| General-Part Town | \$ 32.22  |

Warrants dated March 1, 2023 (voucher #'s 83-137) in the amount of \$65,272.93 were drawn on the following funds:

|                   |             |
|-------------------|-------------|
| General           | \$26,891.76 |
| General-Part Town | \$12,734.04 |
| Highway-Town      | \$24,806.00 |
| Highway-Part Town | \$ 789.55   |
| Forest Park Sewer | \$ 47.82    |
| Shorehaven        | \$ 3.76     |

**TOWN BOARD MEETING  
Town of Westfield  
March 1, 2023**

Warrants dated March 1, 2023 (pre-paid voucher #'s 7-8) in the amount of \$3,969.74 were drawn on the following funds:

|             |            |
|-------------|------------|
| Welch Bldg. | \$3,969.74 |
|-------------|------------|

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Warrants dated March 1, 2023 (voucher #'s 9-11) in the amount of \$2,704.13 were drawn on the following funds:

|             |            |
|-------------|------------|
| Welch Bldg. | \$2,704.13 |
|-------------|------------|

***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 Councilmember David Brown. Voting was as follows: Supervisor Bills, aye, Councilmember David Brown, aye; Councilmember James Herbert, aye; Councilmember Will Northrop, aye.***

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At 8:45pm Supervisor Martha Bills moved and Councilmember David Brown seconded a motion to move to executive session to discuss proposed litigation and proposed acquisition of real property with the Town Attorney. Unanimously carried.

At 9:30pm Supervisor Martha Bills moved and Councilmember David Brown seconded a motion to return to regular session. Unanimously carried.

There being no further business at 9:30pm Supervisor Martha Bills moved and Councilmember David Brown seconded a motion to adjourn. Unanimously carried.

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