**VILLAGE BOARD OF TRUSTEES**

**FEBRUARY 19, 2019 MINUTES**

Mayor Michael VandeVelde presiding

MEMBERS: Dennis Lutes, Al Holbrook, Mike Catalano

EXCUSED: Rob Cochran, Bonnie Rae Strickland

OTHERS: Vince Luce, Ed LeBarron, Andrew Thompson, Becki Paternosh, Andrew Webster, Bill Christ, Frank Alexander (Primax), Kurt Charland (Bergmann Assoc.), Tom Tarpley

**MAYOR/BOARD**

MINUTES

**The board made a motion to approve the January 22, 2019 minutes by Trustee Holbrook, seconded by Trustee Lutes and was carried unanimously.**

WAIVER REQUEST

**The board made a motion to approve the waiver for 30-day municipality notification for Grace & Abe’s for their liquor license by Trustee Catalano, seconded by Trustee Lutes and was carried unanimously.**

RESOLUTION #1-2019

**The board made a motion to approve the following Resolution for Primax Properties (Tractor Supply), by Trustee Catalano, seconded by Trustee Holbrook and was carried unanimously.**

REGARDING APPLICATION OF PRIMAX PROPERTIES LLC

WHEREAS, Article XII of the Village of Westfield Zoning Code provides that any newly-develop use or structure within the Village shall be subject to site plan review and approval conducted by the Board of Trustees, and

WHEREAS, Primax Properties LLC submitted an application for a Special Use Permit and site plan approval on January 3, 2019 seeking permission to construct and operate a Tractor Supply retail store at 21 Nichols Avenue on a parcel designated on the official tax map of Chautauqua County as Section 129.12, Block 1, Lot 1.2 (the “Project”), and

WHEREAS, the Village submitted a zoning referral to the Chautauqua County Planning Department pursuant to Section 239-m of the General Municipal Law and was advised by letter dated January 31, 2019 that the Project was of local option, and

WHEREAS, the site plan application was referred to the Village Planning Board for its review and recommendations pursuant to Section 155-108 of the Zoning Code, and

WHEREAS, the Project was the subject of two meetings of the Village Planning Board with regard to the special use permit application, and it approved the application subject to certain terms and conditions at a meeting held February 18, 2019, during which it also issued a Negative Declaration for the Project, finding that it would have no significant adverse environmental impacts, and

WHEREAS, the Board of Trustees has considered all the facts and papers before it, including all SEQRA issues, and finds ample justification to approve the site plan for the Project subject to the qualifications hereinafter set forth,

NOW, THEREFORE, BE IT RESOLVED:

1. The Negative Declaration issued by the Village Planning Board following its SEQRA review is hereby ratified, and

2 The site plan submitted by Primax Properties LLC for a Tractor Supply retail store at 21 Nichols Avenue is authorized and approved subject to the conditions and requirements set out in the Special Use Permit issued by the Planning Board.

REQUEST FOR EXECUTIVE SESSION/UNION CONTRACT

**POLICE DEPARTMENT**

MONTHLY OVERTIME REPORT

**The board made a motion to approve the Monthly Report and the Overtime Report of 66 hours by Trustee Catalano, seconded by Trustee Holbrook and was carried unanimously.**

REQUEST EXECUTIVE SESSION/PERSONNEL

RESIGNATION

**The board made a motion to approve the resignation of Arielle Karlstrom by Trustee Holbrook, seconded by Trustee Catalano and was carried unanimously.**

**FIRE DEPARTMENT**

MONTHLY REPORT

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

APPROVAL OF 4 NEW MEMBERS

**The board made a motion to approve four new Fire Department members; Melissa Brown, Alexis Horton, Ryan Norton and Lane Wolfe on a motion made by Trustee Catalano, seconded by Trustee Lutes with Trustee Holbrook abstaining, the motion was carried.**

**RECREATION DEPARTMENT**

MONTHLY REPORT

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

**CODE ENFORCEMENT**

MONTHLY REPORT

**The board made a motion to approve the Code Officer’s monthly report by Trustee Holbrook, seconded by Trustee Catalano and was carried unanimously.**

**PUBLIC WORKS**

MONTHLY/OVERTIME REPORT

**The board made a motion to approve the monthly report and the overtime report of 131.3 hours by Trustee Lutes, seconded by Trustee Catalano and was carried unanimously.**

SHARED SERVICE AGREEMENT W/MAYVILLE/SCAN TOOL

**The board made a motion to approve the Shared Service Agreement with the Village of Mayville for a vehicle diagnostic Scan Tool in the amount of $2,150 by Trustee Holbrook, seconded by Trustee Lutes and was carried unanimously.**

EXECUTIVE SESSION – PERSONNEL

**WATER & SEWER DEPARTMENT**

MONTHLY/OVERTIME REPORTS

**The board made a motion to approve the Water Dept. monthly report and overtime report of 42.2 hours by Trustee Lutes, seconded by Trustee Catalano and was carried unanimously.**

**The board made a motion to approve the Sewer Dept. monthly report and overtime report of 22.7 hours by Trustee Catalano, seconded by Trustee Lutes and was carried unanimously.**

**ELECTRIC DEPARTMENT**

MONTHLY OVERTIME REPORT

**The board made a motion to approve the monthly report and overtime report of 268.8 hours by Trustee Lutes, seconded by Trustee Catalano and was carried unanimously.**

216.7 of those hours were reimbursable storm mutual aid.

MEUA DISCUSSION

No action was taken at this time. The board members should watch the Webinars showing an overview of NYMPA. Andrew discussed with the board that another member municipality is trying to use a “gray area” in the NYMPA Agreement to pull out and go back with the NYPA.

Our involvement with NYMPA assists with stabilizing to some extent, peak demand charges when we buy off the open market. It is a hedge fund which helps us buy cheaper power during extreme periods of usage. By allowing another member muni to pull out, this could potentially disrupt confidence in the agreement with the part of the current NYMPA members. Andrew stressed there are two sides to this and it is important to understand that before the board makes a decision.

**TREASURER**

MONTHLY AND OVERTIME REPORT

No overtime.

APPROVAL OF DECEMBER FINANCIALS

**The board made a motion to approve the December financials by Trustee Holbrook, seconded by Trustee Catalano and was carried unanimously.**

APPROVAL OF REVENUE & EXPENSE REPORTS

**The board made a motion to approve the Revenue and Expense reports by Trustee Catalano, seconded by Trustee Holbrook and was carried unanimously.**

BUDGET SESSION DISCUSSION

The Treasurer reported that budget meetings will be Monday, March 4th and Tuesday, March 5th, no meeting on the 11th and just a regular board meeting on the 18th and on the 25th a budget meeting, if needed.

**The board made a motion to approve the change in scheduling by Trustee Lutes, seconded by Trustee Catalano and was carried unanimously.**

**CLERK**

MONTHLY/OVERTIME REPORT

No monthly report for January.

**The board made a motion to approve the overtime from December of 3.5 hours by Trustee Lutes, seconded by Trustee Catalano and was carried unanimously.**

WARRANTS

**The following warrants, excluding the invoice from Jack’s Welding, were approved on a motion made by Trustee Catalano, seconded by Trustee Holbrook and was carried.**

**General W#39 $30,596.97**

**Electric W#43 27,945.75**

**Water W#47 4,916.08**

**Sewer W#43 5,176.56**

**Cap. W#34 3,251.90**

**Water W#48 12,555.00**

**General W#41 44,090.47**

**Electric W#45 256,744.45**

**Water W#50 11,504.65**

**Sewer W#46 42,503.40**

**Cap. W#35 5,000.00**

**The invoice from Jack’s Welding was approved on a motion made by Trustee Holbrook, seconded by Trustee Lutes and was carried with Trustee Catalano abstaining from the vote.**

**The board made a motion to enter into Executive Session to discuss Personnel and Union Contract on a motion made by Trustee Catalano, seconded by Trustee Lutes and was carried unanimously.**

EXECUTIVE SESSION

**Following Executive Session, the board made a motion to close the Executive Session and re-enter the regular session by Trustee Holbrook, seconded by Trustee Lutes and was carried unanimously.**

ACTION

The following action was taken as a result of the Executive Session:

**The board made a motion to hire Joseph Villafrank as Part Time Police Officer at the rate of $12.30/hr. by Trustee Holbrook, seconded by Trustee Catalano and was carried unanimously.**

**The board made a motion to accept Mike Cochran’s resignation by Trustee Holbrook, seconded by Trustee Lutes and was carried unanimously.**

**The board made a motion to promote Anthony Leone to Utility Worker effective beginning of the next pay period (2/25/19), by Trustee Catalano, seconded by Trustee Lutes and was carried unanimously.**

**There being no further business to come before the board the meeting was adjourned on a motion made by Trustee Catalano, seconded by Trustee Lutes and was carried unanimously.**