

TOWN BOARD MEETING

Town of Westfield
January 6th, 2010

7:30 p.m. Town Board Meeting

1. Minutes - December 2nd, 2009 / Town Board Meeting
- December 7th, 2009 / Special Meeting of the Town Board
2. Monthly Reports - Supervisor's Monthly Report
- Town Clerk's Monthly Report
- Dog Warden's Report
- Fire Dept. Monthly Report
- Historian's Monthly Report
- Town Court Report
3. Highway
4. Code Enforcement
5. Barcelona Harbor (Closed)
6. Public Comment

ANNOUNCEMENTS

- Annual Audit of Books
- Concord Grape Belt Heritage Area Management Plan (Public Meeting 1/14/10 @ 6:00pm, Portland, NY)

OLD BUSINESS

- Project Update

NEW BUSINESS

- Resolution #1 - Official Meeting Place
- Resolution #2 - Salaries
- Resolution #3 - Designation of Banks
- Resolution #4 - Official Newspapers
- Resolution #5 - Annual Appointments
- Resolution #6 - Authorizations for Supervisor / Deputy Supervisor
- Resolution #7 - Highway Agreement
- Resolution #8 - Appointment of Deputy Supervisor
- Resolution #9 - Removal of Equipment from Inventory
- Resolution #10 - Intent to Act as Lead Agency (Grape Belt Heritage Corridor Management Plan)

Audit of Bills

Executive Session - (if needed)

Resolutions for 01/06/2010 meeting:

Resolution No. 1 of 2010
Official Meeting Place

“That the official meeting of the Town Board shall be in Eason Hall, 23 Elm Street, Westfield, NY on the first Wednesday of each month at 7:30pm. ”

Resolution No. 2 of 2010
Salaries

“That the Town Board hereby fix the salaries of the Town employees and officials for the year 2010 as follows:”

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|--|---|
| Highway Employees | Laborers - Minimum \$7.50 p/hr MEO's - Minimum \$10.00 to \$17.78/hr - Maximum \$26.67/hr |
| Supervisor | \$16,041 annual to be paid quarterly |
| Code Enforcement | \$13,000 annual to be paid bi-weekly |
| Deputy Supervisor | \$ 2,700 annual |
| Councilmen | \$ 3,000 annual |
| Justice Spann | \$ 7,000 annual to be paid quarterly |
| Justice LaPorte | \$ 7,000 annual to be paid annually |
| Court Clerk | \$15,600 annual be paid bi-weekly |
| Town Clerk / Deputy Tax Collector | \$29,675 annual to be paid bi-weekly |
| Bookkeeper / Dep. Town Clerk / Tax Collector | \$27,000 annual to be paid bi-weekly |
| Deputy Tax Collector | \$ 2,500 annual |
| Historian | \$ 1,000 annual |
| Highway Superintendent | \$46,227.50 annual to be paid bi-weekly |
| Deputy Highway Superintendent | \$ 1,500 annual to be paid quarterly |
| Assessor | \$40,000 annual to be paid bi-weekly |
| Utility Workers | \$ 7.25 Minimum/hr. & \$ 8.50 Maximum/hr. |
| Civil Defense | \$ 750 annual |

Resolution No. 3 of 2010
Designation of Banks

WHEREAS, under Section 64 of the Town Law, it is provided that the Town Board shall designate by written resolution the banks and trust companies in which certain Town Officers shall deposit monies received into their hands by virtue of their office, be it,

RESOLVED, that HSBC Bank of Westfield, M & T Bank of Jamestown and Mayville, MBIA Class, and Key Bank of Westfield, are hereby designated as depositories in which the Supervisor, Town Clerk, Deputy Town Clerk, Tax Collector and Court Clerk shall deposit all monies coming into their hands.”

Resolution No. 4 of 2010
Official Newspapers

“That the *Westfield Republican* and the *Observer* newspapers be designated the official newspapers of the Town for the year 2010.”

Resolution No. 5 of 2010
Annual Appointments

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|--------------------------|--|
| Timothy C. Smith | Registrar / Bingo Inspector / Records Management Officer / Deputy Tax Collector |
| Donna Sanderson | Bookkeeper / Tax Collector / Deputy Town Clerk / Deputy Registrar |
| James Pacanowski | Code Enforcement / Zoning Officer |
| Marybelle Biegh | Town Historian |
| Kathleen Alexander | Clerk to the Court |
| Kathryn Comerford-Issler | Deputy Tax Collector |
| Jock Phillips | Harbor Master |
| Scott Frudd | Deputy Highway Superintendent |
| Amanda Ferguson-Lutes | Dog Control Officer |
| Vincent Calarco | Civil Defense Director |

Planning Board

| | |
|------------------------|---------------|
| John Hemmer (Chairman) | Timothy Smith |
| James Brotz | Richard Sauer |
| Amy Gregory | |

Zoning Board of Appeals

| | |
|-----------------------------|-------------|
| Wayne Harrington (Chairman) | Abbie Cardy |
| Heinz Wolf | Linda Wolfe |
| Will Northrop | |

Town Committees

| | |
|-----------------------|--|
| Harbor | James Herbert |
| Security & Technology | David Brown |
| Transfer Station | Ray Schuster |
| Highway | Ray Schuster |
| Ad Hoc & Personnel | David Brown & Ray Schuster |
| Website | David Brown, Mary Bivens, Martha Bills, Tim Smith, & Joel Seachrist |

Fire Dept. Liaison - David Brown

Board of Assessment Review - Helen Baran (thru 9/30/2014)

Process Servers - David Haskin / Max Baker

Town Constable - Peter Kunow

Resolution No. 6 of 2010
Authorizations for Supervisor / Deputy Supervisor

RESOLVED, (Pursuant to Town Law, §29 [16]) that the Town Board of the Town of Westfield hereby authorizes and delegates to the Town Supervisor powers and duties of day-to-day administration and supervision of all town and special district facilities and employees consistent with and in furtherance of any and all State and Federal laws applicable thereto and with any and all local laws, resolutions or policies heretofore adopted by this Town Board.

BE IT FURTHER RESOLVED that the Supervisor or the Deputy Supervisor be, and are hereby authorized, to sign all the necessary documents for the financing of the Town of Westfield.”

Resolution No. 7 of 2010
Highway Agreement

RESOLVED, that pursuant to the provisions of Section 284 of the Highway Law, the Town Board agrees that monies levied and collected for the repair and improvement of highways, and received from the state for the repair and improvement of highways, and specifically the sum of \$185,000 shall be expended for the general repairs of town highways, including sluices, culverts and bridges, or the renewal thereof, and for the following projects:

1. The oiling and stoning within the budget allotment of portions (equivalent to approximately 8 miles) of the following roads: Persons (off Route 5), Lake (off Route 5), Light (off Route 5), Walker, Culver, Jillson, and Creamery.
2. Should the Town receive funds under the Consolidated Highway Improvement Project System (CHIPS), funds estimated in the 2010 Budget (\$90,000) would be used towards completing the blacktopping project of Felton Road (from Martin Wright Road to Portland Town Line / approximately .8 miles).

BE IT FURTHER RESOLVED, that no fewer than three members of the Town Board and the Highway Superintendent shall execute a certified copy of this resolution in duplicate, and said certified copy, so signed, shall constitute written agreement between the parties once it shall have been approved by the County Superintendent of Highways.

Resolution No. 8 of 2010
Appointment of Deputy Supervisor

RESOLVED, that Councilman Raymond Schuster be appointed as Deputy Supervisor for the Town of Westfield for the 2010 calendar year.

Resolution #9 of 2010
Removal of Equipment from Inventory

WHEREAS, the bookkeeper has recommended that the following equipment be considered obsolete, removed from office inventories, and disposed of properly within environmental regulations:

| | | | |
|------|------------|-------------------------|-----------|
| 1999 | Office | NT Server Sys w/Monitor | \$2650.00 |
| 1999 | Town Clerk | Calculator | \$ 30.00 |

THEREFORE BE IT RESOLVED, that the Town Board agrees that the above equipment be removed from inventories and disposed of properly.

Resolution #10 of 2010
Intent to Act as Lead Agency for the
Lake Erie Grape Belt Heritage Corridor Management Plan

WHEREAS, the Town of Westfield (“Town”) has been identified as the appropriate entity to serve as Lead Agency for purposes of the State Environmental Quality Review Act (SEQRA) during the preparation of a Management Plan for the Lake Erie Grape Belt Heritage Corridor, and

WHEREAS, work on the Management Plan has begun and the Town wishes to initiate the SEQRA process, and

WHEREAS, the Town has the authority to adopt the Management Plan for the Lake Erie Grape Belt Heritage Corridor and wishes to pursue this possibility, it, therefore, makes the following determinations:

1. That this project will require SEQRA review.
2. The project is a Type I action.
3. That the following are potentially involved agencies: Lake Erie Grape Belt Heritage Corridor Planning Commission, NYS DEC Region 9, NYS DEC Region 9 Falconer Sub-Office, NYS DOS Office of Coastal Resources, NYS DOT Region 5, NYSORPHP, City of Dunkirk, Town of Arkwright, Town of Hanover, Town of Pomfret, Town of Portland, Town of Ripley, Town of Sheridan, Village of Brocton, Village of Forestville, Village of Fredonia, Village of Silver Creek, and the Village of Westfield.
4. That the Town of Westfield wishes to act as Lead Agency in accordance with the State Environmental Quality Review Act, 6 NYCRR Part 617.6, for the review of this project.
5. That the Town will circulate a lead agency coordination letter among the various potentially involved agencies, together with a copy of this resolution and Part I of the long Environmental Assessment Form (EAF), upon receipt of which the agencies shall have 30 days to submit comments on the EAF and to object or agree to this designation.