

TOWN BOARD MEETING  
**Town of Westfield**  
**February 3<sup>rd</sup>, 2010**

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	Joel Seachrist	Jack Gulvin	Conrad Vicary
Councilmen:	Raymond Schuster	Marybelle Beigh	Jim Pacanowski	
	David Brown	Claude Abbey	Alex Gerould	
	James Herbert	Harold Nass	Janet Nass	
	David Spann	David Babcock	Fred Johnson	

Raymond Schuster moved and David Brown seconded a motion to waive the reading of the minutes inasmuch as all members received a copy thereof and that the minutes be approved. Unanimously carried.

The Town Clerk's report together with a check in the amount of \$780.01 representing fees for the month of January 2010 was turned over to the Supervisor. State and County agencies received checks totaling \$143.57.

The Supervisor's report is as follows:

<u>Fund</u>	<u>Revenues</u>	<u>Expenditures</u>	<u>Checking Balance</u>	<u>HSBC - MM Balance</u>
Gen. A	\$102,802.00	\$64,337.00	\$8578.31	\$705,737.68
Gen B	406.00	30,842.00	55.72	47,080.92
Hwy DA	190,615.00	22,540.00	198.62	402,512.73
Hwy DB	-0-	7500.00	533.88	233,065.84
Sewer HO1	21,679.00	9.00	-0-	15,071.06
Water HO2	20,390.00	-0-	-0-	111,750.53
Wfd. Fire	65,899.00	-0-	-0-	65,972.00
Sherm. Fire	8,600.00	-0-	-0-	8763.45
Totals:	\$410,391.00	\$125,228.00	\$9,366.53	\$1,589,954.21

The Dog Warden's report for January 2010 was received and placed on file.

The Fire Department Report for January 2010 was received and placed on file.

The Historian's report for January 2010 was received and placed on file.

The Town Court report for January 2010 was received and placed on file.

Highway:

- The Town Highway Superintendent submitted a written report on activities for January and highlighted continued snow removal operations with OT hours and fuel usage being down.

Code Enforcement:

- The Code Enforcement Officer submitted a written report highlighting that 8 inspections were conducted, his attendance at annual required training, and 3 new homes being built.

Barcelona Harbor:

- The Pier is closed for the season. Supervisor Bills noted that she was recently involved in a telephone conference with the Great Lakes Small Harbor Commission and the Army Corps of Engineers to discuss small harbor needs / funding.

In Public Comment, Mr. Vicary reiterated his contention that his neighbor has trespassed by building a barn on his property. He was advised again that this is a private issue.

Announcements:

- Supervisor Bills noted that the file deadline is March 1<sup>st</sup>, 2010 for Enhanced STAR applicants.
- There are two scheduled meetings (February 10<sup>th</sup> & 11<sup>th</sup>) for input to the County's Comprehensive Plan.

Old Business:

- Supervisor Bills provided a Project Update on Concord Grape Belt Heritage Association's Visitors' Center (West Main Road) and the status of their associated Management Plan.
- She also noted that the Wind Project DEIS is undergoing extensive review by the Town Board for completeness and, once approved, will be made public. There will be a Special Meeting most likely prior to the end of February to do this.
- Administrative grant requirements are being completed for the East Main Road Water Project while physical work will continue in the spring.

New Business:

- David Brown offered the following resolution and moved its adoption:

**Budget Resolution No. 1 of 2010**  
2009 Budget Amendments

Amendment Description	Increase Expenditures	Decrease	Increased Revenue
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**A FUNDS - General**

- To increase both Revenues and Expenditures to accommodate the NYS Inventory Grant funds received in 2008 / 2009 (from deferred revenues of 2008 and received revenue of 2009)

Revenue: NYS Archive - Inv 1460.4	\$5000.00		
NYS Archive RN - Revenue 28.3030.1			\$5000.00

- To increase the budget to cover the cost of UI

Unemployment Ins.	98.9050.8	\$934.00	
Supplemental Ins.	98.9060.81		\$934.00

- To increase budget from the Gen. Reserve to purchase land (Lake Rd.)

Purchase Land -CE	47.1940.4	\$12,380.00	
General Revenue	25.2660.0		\$12,380.00

- Pattern Energy Project Escrow / To increase the budget to reflect revenues and expenditures

PE Revenue	A.20.2189.0		\$46,660.83
PE Expenditure	A 96.8989.4	\$47,774.48	

**B FUNDS - Outside Village**

- Increase budget due to in-kind services

Planning -CE	96.8020.4	\$1990.00	
Retirement	98.9010.8		\$1990.00

**DB FUNDS - Highway Outside Village**

- To increase budgetary revenue and expense to match actual revenue received from NYS CHIPS:

Consolidated Highway Aid - Revenue	28.3501.0	\$9778.59	
Permanent Improvements - CHIPS	72.5112.0		\$9778.59

**DA FUNDS - Highway Inside Village**

- To increase the budget for unexpected vehicle maintenance

Machinery - CE	72.5130.4	\$8873.00	
Fuel Slips -	72.5130.42		\$8873.00

- To increase the budget to cover the cost of UI

Unemployment Ins -	98.9050.8	\$689.00	
Supplemental Ins -	98.9060.81		\$689.00

This was seconded by David Spann. Voting was as follows: Martha Bills, aye; James Herbert, aye; David Brown, aye; David Spann, aye; Raymond Schuster, aye.

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- James Herbert offered the following resolution and moved its adoption:

**Resolution No. 11 of 2010**  
Audit of 2009 Financial Record Audits

**RESOLVED**, that on January 19<sup>th</sup>, 2010 the Westfield Town Board met for the purpose of auditing the 2009 town financial records. All records examined were found to be in order.

**BE IT FURTHER RESOLVED**, that on January 19<sup>th</sup>, 2010 Town Departments submitted their records for examination.

**BE IT FURTHER RESOLVED** Westfield Town Justices submitted for examination of 2009 court dockets and records. All fines and fees that were collected by the Town Court have been turned over to the proper officials. A report has been prepared using the comptroller's suggested "Checklist for Initial Review of Justice Court Records".

This was seconded by Raymond Schuster. Voting was as follows: Martha Bills, aye; James Herbert, aye; David Brown, aye; David Spann, aye; Raymond Schuster, aye.

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- Raymond Schuster moved and David Brown seconded a motion that after thorough review the Town keep the Shared Highway Services agreement (orchestrated by the County) in place for the next year. Voting was as follows: Martha Bills, aye; Raymond Schuster, aye; David Brown, aye; James Herbert, aye; Carl Vilardo, aye.
- After thorough review, the Town Board unanimously decided that Section 37-2 of Town Code (Procurement Policy) be changed to reflect that public works contracts over **\$35,000** (vs. \$25,000 as currently written) shall be formally bid pursuant to General Municipal Law § 103. In addition, Section 37-3(B)(1) also should be amended for estimated public works contracts to reflect less than **\$35,000** but greater than \$10,000 would require a written request for proposal and fax/proposals from three contractors.
- A Public Hearing date of 3/3/2010 @ 7:20pm was set for the CDBG grant in order to solicit ideas for potential Town projects.

Martha Bills moved and James Herbert seconded a motion that the Supervisor be directed to draw the necessary checks to cover the warrant as audited. Voting was as follows: Martha Bills, aye; Raymond Schuster, aye; David Brown, aye; James Herbert, aye; David Spann, aye.

The next Town Meeting is scheduled for Wednesday, March 3<sup>rd</sup>, 2010 @ 7:30pm.

There being no further business, at 8:40pm. Raymond Schuster moved and David Brown seconded a motion to adjourn. Unanimously carried.

Respectfully submitted,  
*//original signed//*  
Timothy C. Smith, Town Clerk