

PUBLIC HEARING
Town of Westfield
March 1st, 2017

Public Hearing to Operate a Small Seasonal gift and craft shop business and vacation rental by the week year round at 7803 N. Portage

Supervisor Bills called the public hearing to order at 7:25pm in Eason Hall, 23 Elm Street, Westfield, NY, with the following members and guests present:

Supervisor:	Martha R. Bills	Guest:	Nancy Walker	David Cochran
Dep Super:	David Brown		Ann Kneer	Julie Travis
Councilmen:	Raymond Schuster		Tom Tarpley	Randy McNeal
	David Spann		William Bauer	Tonja Dodd, Observer
			Theresa Cochran	David Babcock
				Bonnie Rae Strickland

Supervisor Bills explained that the Public Hearing was being held to hear all persons in regards to the proposed business operations.

Supervisor Bills requested Proof of Publication of the public hearing from the Town Clerk. Letters were mailed to all adjacent property owners.

Owner, Julie Travis was present to discuss the proposed SUP application:

The Town Planning Board has reviewed the SUP on February 8th, 2017 and recommended the project be approved. The County Planning Board has reviewed the SUP and a letter was received and the proposed action would have no significant county-wide or inter-community impact.

An adjacent property owner did not receive the Notice of Special Use Permit Hearing letter.

Supervisor Bills made the motion to table the Special Use Permit application until the next Town Board Meeting scheduled for April 5th, 2017. Notice of Special Use Permit Hearing Letter will be re-mailed to all adjacent property owners to make sure that everyone receives it. Councilman David Brown seconded the motion and this carried unanimously.

No further comments were made.

Supervisor Bills made the motion to close the public hearing at 7:41pm. Councilman David Brown seconded the motion. This was unanimously approved.

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

TOWN BOARD MEETING
Town of Westfield

March 1st, 2017

The regular meeting of the Town Board of the Town of Westfield was called to order at 7:42pm in Eason Hall, 23 Elm Street, Westfield, NY, with the following members and guests present:

Supervisor:	Martha R. Bills	Guest:	Nancy Walker	David Cochran
Dep Super:	David Brown		Ann Kneer	Julie Travis
Councilmen:	Raymond Schuster		Tom Tarpley	Randy McNeal
	David Spann		William Bauer	Tonja Dodd, Observer
			Theresa Cochran	David Babcock
				Bonnie Rae Strickland

Pledge of Allegiance

Councilman Raymond Schuster made the motion to waive the reading of the February 1st, 2017 minutes inasmuch as all members received a copy thereof and the minutes be accepted. Deputy Supervisor David Brown seconded the motion. The motion was carried unanimously.

Councilman Raymond Schuster made the motion to amend the January 11th, 2017 minutes to include;

The following bids were received for the purchase of the 1990 Crown Victoria, Dog Control Officers Vehicle:

John Carpenter	\$376.00
Doug Murphy	\$355.00
Jerry Laporte	\$189.00

Councilman David Spann moved to accept the highest bid of \$376.00 from John Carpenter for the 1990 Crown Victoria, Dog Control Officers Vehicle. The motion was seconded by Councilman Raymond Schuster. The motion was carried unanimously.

Deputy Supervisor David Brown seconded the motion. The motion was carried unanimously.

Reports:

The Town Clerk's report together with a check in the amount of \$2,168.06 representing fees for the month of January 2017 was turned over to the Supervisor. State and County agencies received checks totaling \$55.94.

The Supervisor's report was not available due to new computer software being implemented and the closing of the 2016 year.

Supervisor Bills made the motion to schedule a Budget Meeting on March 22, 2017 at 3:30pm to review budget policies, reserve funds and discuss personnel policies. Deputy Supervisor David Brown seconded the motion and it carried unanimously.

The Dog Warden's report for February 2017 was received and placed on file.
The Fire Department Report for February 2017 was received and placed on file.
The Historian's report for January and February 2017 was received and placed on file.
The Town Court report for February 2017 was received and placed on file

Highway:

Highway Superintendent highlighted on current projects which included working on the ceiling in front of shop, Light base at the Harbor, and also highlighted on the gas and fuel usage. The Highway Department cleaned and painted the Grader.

- ***Councilman Raymond Schuster made the motion to authorize the Highway Supervisor to go out to Bid on Highway Materials (Fuel, Stone, Sand and Guiderail). The motion was seconded by Councilman David Spann and carried unanimously.***
- ***Deputy Supervisor David Brown made the motion to authorize the Highway Superintendent David Babcock to Post Roads. The motion was seconded by Councilman David Spann and carried unanimously.***

Code Enforcement:

The Code Enforcement Officer submitted a written report for February 2017 highlighting 1 permit issued in the Town. Inspections of projects and building projects as required have been performed.

- Complaints are addressed as necessary.
- All complaints are viewed and photographed by the Code Enforcement officer prior to communications with the property owner.
- Commended the board on allowing the hire of Lindsey Simpson, safety inspections clerk to assist with organizing the office.

Barcelona Harbor:

- Town Board members, Attorney Joel Seachrist and a representative from Congressman Reeds' office, attended a briefing with the Army Corps of Engineers on Wednesday, February 8, 2017 on a proposed course of action for repairing the breakwall.

Public Comment: North Gale residents inquired about the bright lights at the new business located at the corner of North Gale St and Hawley St. Code Enforcement Officer, Bonnie Rae Strickland advised the residents she will address the lights with the owner. The new business owners' safety manager has reached out to surrounding neighbors.

Announcements:

- Village Election 3/21/2017 (12pm-9 pm Eason Hall)

Project updates:

- NYS Route 20 public water supply surveys are being received from property owners. The information obtained from the surveys will be used by the Town to help determine if public water should be pursued.
- Formal letter from USDA committing funds for Shorehaven Water District has been received.

New Business:

Deputy Supervisor David Brown made the motion to table Resolution No.17 of 2017, Negative Declaration (Julie Travis,7803 N. Portage) and Resolution No.18 of 2017Issuance of Special Use Permit (Julie Travis, 7803 N. Portage) and reconvene at the April 5th, 2017 Town Board Meeting. This was seconded by Councilman David Spann. Voting was as follows: Supervisor Martha Bills, aye; Deputy Supervisor David Brown, aye; Councilman Raymond Schuster, aye; Councilman David Spann, aye.

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

Resolution No.19 of 2017
“Grant of License” Lighthouse Authorize the Supervisor to sign license agreement

RESOLVED, that the Town Board of the Town of Westfield hereby authorizes and directs the Supervisor to finalize and accept from the New York State Office of Parks, Recreation, and Historic Preservation a one-year license to use the “Keeper’s Cottage” and nearby grounds at the Barcelona Lighthouse, on the terms described in a document labeled the “Grant of License” dated March 1, 2017.

This was seconded by Deputy Supervisor David Brown. Voting was as follows: Supervisor Martha Bills, aye; Deputy Supervisor David Brown, aye; Councilman Raymond Schuster, aye; Councilman David Spann, aye.

Deputy Supervisor David Brown offered the following resolution and moved for its adoption:

Resolution No.20 of 2017
Authorize the Supervisor to sign service agreement with Pro flex administrators LLC

RESOLVED, that the Town Board of the Town of Westfield hereby authorizes and directs the Supervisor to sign a service agreement with Pro-flex Administrators LLC for medical expense reimbursements plan services.

This was seconded by Councilman Raymond Schuster. Voting was as follows: Supervisor Martha Bills, aye; Deputy Supervisor David Brown, aye; Councilman Raymond Schuster, aye; Councilman David Spann, aye.

Deputy Supervisor David Brown offered the following resolution and moved for its adoption

Budget Revision #5 for Budget Year 2017

Revision Description	Increase Expenditures	Decrease Expenditures	Increase Revenue
A Funds (General Part Town)			
A1110.130 Justices-Personal Services Assistant	2079		

A1110.200	Justices-Equipment		1000
A1990.400	Contingent Account		1079
		2079	2079
A1110.400	Justices-Contractual	1442	
A1990.400	Contingent Account		1442
		1442	1442
A1220.400	Supervisor-Contractual	3563	
A1220.200	Supervisor-Equipment		3563
		3563	3563
A1410.100	Town Clerk-Personal Services	2264	
A1410.200	Town Clerk-Equipment		56
A1410.400	Town Clerk-Contractual		53
A1990.400	Contingent Account		2155
		2264	2264
A1650.400	Central Comm-Contractual	99	
A1650.410	Central Comm-Website		99
		99	99
A7180.400	Parks & Recreation-Contractual	4877	
A7150.400	Special Rec-Chamber Booth		1990
A7180.100	Parks & Recreation-Personnel Services		2353
A7180.200	Parks & Recreation-Equipment		534
		4877	4877
A200	Cash-Checking	53333	
A201	Cash-Savings		53333
		53333	53333
A870	General Reserve	53333	
A917	Unassigned Fund Balance		53333
		53333	53333
A511	Appropriated Reserves	53333	
A7180.430	Parks & Receptions-Grant		53333
		53333	53333
A8160.400	Refuse & Garbage-Contractual	14948	
A1990.400	Contingent Account		14948
		14948	14948
A9030.800	Social Security	253	
A9035.800	Medicare		253
		253	253
A9060.800	Hospital & Medical Insurance	14044	

A9010.800	State Retirement		3179	
A9050.800	Unemployment Insurance		1966	
A1990.400	Contingent Account		8899	
		14044	14044	
DB3501	Consolidated Highway Aid			29209
DB5112.400	Permanent Improvements-Chips		29209	
DB5110.400	General Repairs-Contractual	3646		
DB5112.400	Permanent Improvement-Chips		3646	
		3646	32855	29209
SS1599	Appropriated Fund Balance	559.58		
SS18190.400	Other-Operations & Maintenance		559.55	
SS19710.700			.03	
		559.58	559.58	
SW1599	Appropriate Fund Balance	1398		
SW18389.400	Other Water Expenditures O&M Forest Park		1398	
		1398	1398	
SW3599	Appropriated Fund Balance	60		
SW38389.400	Other Water Expenditures O&M Shorehaven		60	
		60	60	
SW59710.700	Serial Bonds/Barcelona/Interest	1182		
SW59730.700	Bond Anticipation Note Interest		1182	
		1182	1182	
SW5399	State Aid, Water Capital Projects	33447.44		
SW58310.400	Water Administration		33447.44	
		33447.44	33447.44	

This was seconded by Councilman Raymond Schuster. Voting was as follows: Supervisor Martha Bills, aye; Deputy Supervisor David Brown, aye; Councilman Raymond Schuster, aye; Councilman David Spann, aye.

At 8:31pm Supervisor Bills moved and Raymond Schuster seconded a motion to audit the bills.

Warrants dated February 1, 2017 (voucher #'s 376-414) in the amount of \$124,928.57 were drawn on the following funds:

General	\$62,602.51	Shorehaven Water Project	\$4.40
General Part-Town	\$1,215.27	Forest Park Sewer	\$35.72
Highway	\$51,838.80		
Highway Part-Town	\$9,231.87		

Warrants dated March 1, 2017(voucher #'s 17-27) in the amount of \$13,880.96 (were drawn on the following funds:

Welch Building \$13,880.96

These were presented and audited by the board members. Supervisor Martha Bills moved and Councilman Raymond Schuster seconded a motion that the Supervisor be directed to draw the necessary checks to cover the warrant as audited. Voting was as follows: Supervisor Martha Bills, aye; Councilman Raymond Schuster, aye; Deputy Supervisor David Brown, aye; Councilman David Spann, aye.

The next Town Board Meeting is scheduled for Wednesday, April 5th, 2017 at 7:30pm

- *Deputy Supervisor David Brown made the motion to set a Public hearing for Wednesday, April 5th, 2017 at 7:25pm for tabled Special Use Permit, 7803 N. Portage. Councilman David Spann seconded the motion and it carried unanimously.*

There being no further business, at 8:50pm Councilman David Spann moved and Councilman Raymond Schuster seconded a motion to move to executive session to discuss pending litigations. Unanimously carried.

At 9:10pm Deputy Supervisor David Brown moved and Councilman David Spann seconded a motion to return to regular session. Unanimously carried.

There being no further business at 9:11pm Supervisor Martha Bills moved and Councilman Raymond Schuster seconded a motion to adjourn. Unanimously carried.

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