

VILLAGE BOARD OF TRUSTEES  
9/21/15 MINUTES

Mayor Mike VandeVelde presiding

MEMBERS: Dave Brooker, Rob Cochran, Mike Catalano, Al Holbrook

OTHERS: Vince Luce, Becki Paternosh, Rob Genthner, Erin Shuster, Ed LeBarron, Jim Pacanowski, William H. Bills, Marybelle Beigh, Tom Tarpley, Ann Kneer, David Haskin, Evelyn Quagliana, Jill Santi, Richard Koerner, Andy Mason

**MAYOR/BOARD  
MINUTES**

**The board made a motion to approve the minutes of 8/17/15 by Trustee Holbrook, seconded by Trustee Catalano and was carried unanimously.**

**RESOLUTION #18-2015 NYS RETIREMENT STANDARD WORK DAY  
RESOLUTION**

**The board made a motion to approve the New York State Retirement Standard Work Day Resolution (copy attached) on a motion made by Trustee Brooker, seconded by Trustee Cochran and was carried unanimously.**

**RESOLUTION #19-2015 NYMPA PROXY DELEGATE**

**The board made a motion to approve the following NYMPA Proxy Resolution with the name change correction noted on a motion made by Trustee Cochran, seconded by Trustee Brooker and was carried unanimously.**

At a regular meeting of the Board of Trustees of the Village of Westfield, New York, held on September 21<sup>st</sup>, 2015, the following resolution was adopted:

WHEREAS, the Board of Trustees of the Village of Westfield, New York, is a municipal member of the New York Municipal Power Agency, and

WHEREAS, in accordance with the bylaws of New York Municipal Power Agency, each municipal member may cast one vote on each transaction properly brought before this meeting,

NOW THEREFORE BE IT RESOLVED, that Michael VendeVelde be and is hereby designated as the accredited delegate of the Village of Westfield, New York.

I certify that this resolution was adopted by the Board of Trustees of the Village of Westfield, New York on the 21<sup>st</sup> day of September, 2015.

#### PLANNING BOARD APPOINTMENTS

The Mayor and board thanked Diana for her service on the Planning Board.

**The board accepted Diana Holt's resignation as the Chairman of the Planning Board on a motion made by Trustee Brooker, seconded by Trustee Catalano and was carried unanimously.**

**The board approved the appointment of Don McCord as Planning Board Chairman on a motion made by Trustee Brooker, seconded by Trustee Catalano and was carried unanimously.**

**The board made a motion to approve the appointment of David Bova to the Planning Board as an Alternate Village Planning Board member by Trustee Holbrook, seconded by Trustee Brooker and was carried unanimously.**

**The board made a motion to add the Planning Board to the Village Board Agenda on a quarterly basis by Trustee Cochran, seconded by Trustee Catalano and was carried unanimously.** This would probably begin to take place in the November/December timeframe.

#### RADIOS & UPGRADE

A letter was received from the Chautauqua County Fire Advisory Board with recommendation of full implementation for all County Fire Departments to migrate to the new system by February 15<sup>th</sup>, 2017. There is a Revolving Loan Board of Assessment to Firefighters Grant Program.

#### REQUEST FOR PURCHASE OF PEARL STREET PROPERTIES

A request was made by Evelyn Quagliana for assuming ownership in exchange for tax release of the properties of 8 E. Pearl, 12 West Pearl, and 17 West Pearl Street as was done in the past for 2, 4, and 6 E. Pearl Street. The property on 17 West Pearl St. was on the demolition sheet from the County. The Mayor noted he and Evelyn could meet with Joel to work out a timeline plan and would get her entry into 8 E. Pearl to see what needs to be done.

**BILLING FOR AMBULANCE SERVICES**

**The board made a motion to hire Brad Pinsky in the amount of \$650 from Pinsky Law Group/Billing for Ambulance Services Presentation by Trustee Catalano, seconded by Trustee Holbrook and was carried unanimously.**

**STREET TREE PROGRAM**

**The board made a motion to use Bruce Robinson, Inc. Forestry Consultants to implement a 3 year Street Tree Program for a fee of \$14,700 to be split between two funds, Electric and General, by Trustee Holbrook, seconded by Trustee Brooker and was carried unanimously.**

The board was asked to consider possibly having a sign for *home of First Grammy Award Winner*. Marybelle noted she could look into funding from a history perspective. Also, there would need to be some criteria that must be met or many people would be requesting signs.

**REQUEST EXECUTIVE SESSION TO DISCUSS PERSONNEL AND SALE OF REAL PROPERTY**

**WESTFIELD DEVELOPMENT CORPORATION  
QUARTERLY REPORT**

**The Mayor read the WDC Quarterly Report which was approved on a motion made by Trustee Brooker, seconded by Trustee Catalano and was carried unanimously.**

**POLICE DEPARTMENT  
MONTHLY & OVERTIME REPORT**

**The board made a motion to approve the Police Department Monthly/Overtime report by Trustee Brooker, seconded by Trustee Holbrook and was carried unanimously.**

**REQUEST EXECUTIVE SESSION TO DISCUSS PERSONNEL**

**FIRE DEPARTMENT  
MONTHLY REPORT**

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

**REQUEST EXECUTIVE SESSION TO DISCUSS PERSONNEL**

Trustee Holbrook inquired as to reimbursement to the Exempt's for flowers and flags which the Fire Department places in the cemetery for Memorial Day. And he also requested reimbursement for food which

was supplied to other departments during the Flood Emergency. An amount will be calculated and brought back to the board.

**RECREATION DEPARTMENT  
MONTHLY/OVERTIME REPORT**

**The board made a motion to approve the Recreation Department Program Report by Trustee Cochran, seconded by Trustee Catalano and was carried unanimously.**

**HISTORIAN  
MONTHLY REPORT**

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

**CODE ENFORCEMENT  
MONTHLY REPORT**

**The board made a motion to approve the Monthly Report by Trustee Cochran, seconded by Trustee Catalano and was carried unanimously.**

**PORTAGE INN**

Code Officer Pacanowski showed the board members pictures of the Portage Inn and the deterioration of it. There is concern for upcoming winter with the building in this condition. The Mayor called State DOT, they stated they would relay the message to Mayville's State DOT office. Their reply was "If someone has interest in looking at it they will come down". Fencing has been placed to limit access to the area.

The County will put out RFP for demolition as no one in their office is a demolition expert. They hope to hire a firm by the second week in October and the Portage Inn will be the first thing they will take care of. The ownership of the building is still with Paul Syracuse. The Mayor had made a phone call to the DOT. It was recommended to mail a letter to them putting them on notice. We would have to supply \$62,000 in kind services.

**PUBLIC WORKS  
MONTHLY/OVERTIME REPORT**

**The board made a motion to approve the Report by Trustee Holbrook seconded by Trustee Brooker and was carried unanimously.**

**SPRINKLER SYSTEM**

Ed noted that in reference to Camelot Drive Project, we do not have a tapping fee for a Sprinkler System, we do for commercial. Could use the same existing line that goes into the house. The commercial has to be

two separate services. Will have to check further in regard to this. Jim to work with Ed and Andrew.

#### FLOOD REPAIR COSTS PERSONS ST.

The Creek is all cleaned out of the debris from the flood which amounted to \$12,000 for the removal. The Sanitary Sewer main is right there where the shoulder flooded out, which will cost approximately another \$7,000. Ed does not have enough in his budget. The large cement blocks needed to shore up the shoulder which he usually could get from Hanson Concrete or GMI are not available as everyone is in need of them now for that same reason. There is nothing in the area and they cannot make them fast enough. He is concerned that that area will not survive the winter, it depends on the weather.

Ed explained to the board that the Code Enforcement vehicle which had been declared as surplus, two auctioneers came and looked it over and they would not take it as it could not be driven to auction. And the Chevy 2000 pickup with the engine seized up, he would like to put those two vehicles out to sealed bid and perhaps get a scrap amount for them.

**The board made a motion to put the two vehicles out to sealed bid for scrap amount by Trustee Catalano, seconded by Trustee Cochran and was carried unanimously.**

#### EXECUTIVE SESSION TO DISCUSS PERSONNEL

##### FOR SALE

**The board made a motion to approve going to sealed bid for purchase of real property known as the "Kent Reservoir Property" on a motion made by Trustee Catalano, seconded by Trustee Cochran and was carried unanimously.**

#### WATER/SEWER DEPARTMENT MONTHLY OVERTIME REPORT

**The board made a motion to approve the Monthly/Overtime Reports by Trustee Brooker, seconded by Trustee Holbrook and was carried unanimously.**

#### ENVIRONMENTAL SERVICES

Ed stated that Andrew had gone out for pricing on two different labs for the testing in the Sewer Dept. Currently the Village contracts with Microbac for their lab services in the Sewer Department at the rate of \$716/wk.

**The Board made a motion to switch from Microbac and hire Andy Mason from Environmental Services at the rate of \$631/week for a one**

**year contract by Trustee Catalano, seconded by Trustee Cochran and was carried unanimously.**

**ELECTRIC DEPARTMENT**

**PURCHASE REQUISITION POLE PURCHASE**

**The board made a motion to approve the purchase of 35 Poles from Thomasson Co. in the amount of \$11,660 by Trustee Holbrook, seconded by Trustee Brooker and was carried unanimously.**

**CLERK**

**WARRANTS**

**The board made a motion to approve the warrant for Jack's Welding by Trustee Holbrook, seconded by Trustee Cochran, with Trustee Catalano abstaining, the motion was carried.**

**The following warrants were approved on a motion made by Trustee Holbrook, seconded by Trustee Catalano and was carried unanimously.**

<b>Water #18</b>	<b>\$28,358.38</b>
<b>Sewer #17</b>	<b>33,587.67</b>
<b>General #20</b>	<b>14,224.62</b>
<b>General #19</b>	<b>74,086.56</b>
<b>Electric #17</b>	<b>158,635.63</b>
<b>Cap. Proj. #7</b>	<b>5,869.07</b>
<b>Cap. Proj. #8</b>	<b>1,549.06</b>
<b>Sewer #20</b>	<b>51,584.68</b>
<b>Electric #19</b>	<b>115,910.77</b>
<b>General #22</b>	<b>55,377.26</b>
<b>Water #21</b>	<b>29,237.73</b>

The Mayor noted that NYPA Contract runs out in 2025, NYPA is working hard with the MEUA to attempt to get that extended to 2040. There will most likely be some conservation limits which will be set as well.

**EXECUTIVE SESSION**

**The board made a motion to enter into Executive Session to discuss personnel and sale of real property issues by Trustee Holbrook, seconded by Trustee Brooker and was carried unanimously.**

**ACTION**

Action taken as a result of the Executive Session is as follows:

**The board made a motion to allow the Mayor to review a BoardPaq for a 14 day trial period. If purchased, the cost would be \$99/Month. Trustee Catalano, seconded by Trustee Brooker and was carried unanimously.**

**The board approved the hiring of Alex Buss on Permanent basis by Trustee Cochran, seconded by Trustee Holbrook and was carried unanimously.**

**The board made a motion to approve posting for an Operator Trainee position by Trustee Holbrook, seconded by Trustee Brooker and was carried unanimously.**

**The board made a motion to allow the hiring for the Police Department of Jodi Burgess for 6 hours a week at \$10.00 an hour by Trustee Brooker, seconded by Trustee Catalano and was carried unanimously.**

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

Respectfully Submitted by:

Vincent E. Luce  
Administrator/Clerk