

**TOWN OF WESTFORD
TOWN BOARD MEETING
February 1, 20201**

At 7:06 p.m. the Westford Town Board Meeting was called to order.

Flag Salute was recited.

Present: Town Supervisor Walter Heinrich, Councilman Feil, Councilman Ritton and Councilman Zerby. Absent Councilman Huntington

Other Town Officials: Town Clerk- Eileen Ten Eyck. Absent – Highway Superintendent Ritton, Town Assessor Dyn-Gohde, Town Justice Fay.

The sign-in sheet is on file with the Town Clerk.

Corrections to January 2021 minutes:

Under Old Correspondence - #4 – added “per month” on the \$300 stipend.

Under Committees – Highway #2 - changed sentence to read “employees requested a change to the Employee’s Manual.”

Under New Correspondence - #4- the Town receiving \$6,000 more than was budgeted for.... added “ in sales tax.”

Motion by Councilman Zerby to accept the minutes as corrected, seconded by Councilman Ritton. Aye- Councilman Feil. Absent Councilman Huntington.

New Business:

1). There were two members of the Zoning Board of Appeals who were no longer eligible to serve in that position. Ms. Bonadies and Ms. Martindale are no longer living in Westford. Emily Wentworth was proposed as a potential candidate.

Supervisor Heinrich made a motion that Emily Wentworth be added as a member of the Zoning Board of Appeals, her term would expire 12/31/2025, seconded by Councilman Ritton. Ayes Councilman Feil. Abstained- Councilman Zerby. Absent- Councilman Huntington.

Motion by Councilman Zerby to table the motion adding Emily Wentworth to the Zoning Board to give time for the Board to interview her, seconded by Councilman Ritton. Unanimous ayes. Absent Councilman Huntington.

2). There is a vacancy for the Planning Board. Melissa Silver expressed interest in serving in this capacity.

Motion by Supervisor Heinrich that Melissa Silver be added to the Planning Board. Her term of office would expire 12/31/2025, seconded by Councilman Ritton. Unanimous ayes. Absent Councilman Huntington.

3). Supervisor Heinrich has modified the Organizational Chart to reflect the changes to the Zoning and Planning Boards. This was provided to the Town Clerk and will be attached to the January Board Meeting Minutes and a copy on file in the office.

4). Next month's meeting will be held on March 8, 2021. Board meetings henceforth will be the second Monday of each month.

5). AUD reports- the 2018 AUD reports have been submitted by the new bookkeepers and they have completed the 2019 and 2020 as well. The latter reports will be submitted once the 2018 report has been approved.

COMMITTEES:

Cemetery: No new report

Fire:

1). The well is now completely hooked up, flushed and operational. A water sample will be sent in to be tested in the near future.

2). There are COVID vaccines available for those 1-B eligible.

Highway:

1). The Board approved a vehicle purchase for a Town of Brunswick Truck. A 2009 550 Dump Truck –plow/sander from the Town of Brunswick in Rensselaer County. It has been paid for and the insurance cards have been received so it can be registered. Supervisor Heinrich submitted paperwork for reimbursement from CHIPS and EWR and received a call back from CHIPS with concerns that the vehicle is 11 years old. Their regulations require a vehicle to be maintained for 10 years in order to receive reimbursement.

2). The two additional holidays approved by the Board were added for Highway Employees.

Transfer Station: a box of masks were dropped off for those who need them. Councilman Zerby will check on the health and safety of the transfer station employees. There were concerns about the heat (or lack there of) at that office.

NEW CORRESPONDENCE:

Resolution #2 was written to reflect that an audit of Judge Fay's books was completed. The audit will be submitted to the Office of Court Administration by Supervisor Heinrich.

EWR- there is money in the amount of \$67,089.00 available through EWR, to the Town of Westford. A bill in the amount of \$22,600 has been submitted for the new truck purchased for the Highway Department. CHIPS money is not available until the Governor approves the budget.

OLD BUSINESS:

- 1). The new bookkeeper has updated some billing codes so there will be some changes noticed on upcoming bill rosters.
- 2). The annexation study for Schenevus/Worcester were dropped off by Shana Ritton. The district will provide a copy of an electronic or printed version if requested.
- 3). Guests who were to attend the January 2021 meeting will be rescheduled in the near future.

BUDGET MEETING:

General - #277 - #291 - \$10,245.47

Highway - #252 - #263 - \$29,976.68

Motion by Councilman Feil to adjourn the meeting, seconded by Councilman Zerby.

Meeting adjourned at 8:05 p.m.