

**TOWN OF WESTFORD  
TOWN BOARD MEETING  
September 7, 2020**

At 7:00 p.m. the Town Board Meeting was called to order.

Flag Salute was recited.

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

Other Town Officials: Highway Superintendent Jason Ritton, Town Justice Michael Fay, Town Clerk Eileen Ten Eyck.

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

Corrections to August 3, 2020, minutes:

- The date of the Board meeting being called to order was changed from July 6, 2020 to August 3, 2020.
- Under corrections- a correction should read "dust oil amount changed from \$11,000 to 1,500 feet."
- Under Committees- in the motion 2012 roller was corrected to 1980's roller.

Motion to accept the minutes as amended made by Councilman Zerby, seconded by Councilman Ritton. Unanimous ayes

**OLD CORRESPONDENCE:**

- 1). Schenevus Central School may still be looking to use Town Hall for remote learning until the school session resumes. Mrs. Shana Ritton will stay in contact with Supervisor Heinrich regarding this issue.
- 2). Use of Town Hall - signed paperwork been received and is on file with the Town Supervisor.
- 3). Sand bid- after assessing products, Kaiser Sand and Gravel was awarded the contract for the bid and the company has been notified of such.
4. Highway Roller- was put up for auction and sold for \$5,600.
- 5). W-4's- officials are turning in this paperwork and the Town Supervisor will get the packets to the Highway Department.

6). AUD Report- the 2017 report was completed and filed with the state.

**NEW CORRESPONDENCE:**

- 1). Associations of Towns – provided a new schedule and a bill for association fees.
- 2). Unemployment bill- this bill has been paid- \$2,000 for unemployment insurance.
- 3). Request for refund- Supervisor Heinrich had submitted a request for a waiver of the penalty levied by the NYS Tax Department. The State agreed to waive this fee so an additional correspondence requesting the return of the \$1,011.63 penalty amount was sent by the Town Supervisor, but to date, the State has not responded.
- 4). County Equalization Rate- Westford is at 100%.

OEC Blue- Capitol credit notification informing the town that OEC will not be reimbursing \$49.89 to the town, instead will be using those fund for infrastructure ventures.

**COMMITTEES:**

- 1). Fire Department: Hoses and ladders were tested and met specifications.
- 2). Cemetery- no update at this time.
- 3). Highway: Superintendent Ritton reported that a roller will need to be rented the first week in October for the last round on the dirt roads. Truck inspections will occur this week.
- 4). Transfer Station- The garbage truck will need new tires in order to pass inspection. Councilman Zerby will work with Bobby Burton to get the work done.

**OLD BUSINESS:**

No old business

**NEW BUSINESS:**

- 1). the new street lights have been installed in town.
- 2). Preliminary Budget- there is a 2.6%-2.7% increase.
- 3). Supervisor Heinrich explained his thoughts on combining service lines (personal and contractual) for snow/general/highway salaries/ machinery replacement and repair.

There was discussion about moving \$10,000 from Machinery Repair into the Capitol Reserve account line. (This does not change the budget, but allows more flexibility when it needs to be spent for machinery or repairs). The board approved the transfer of this money.

4). Pay raise for Joseph Marullo (Transfer Station).

Town Supervisor Heinrich made a motion on the floor for a 5% pay increase for Joseph Marullo, seconded by Councilman Ritton. Unanimous ayes.

**BUDGET MEETING:**

General - #232 - #239 – Total \$3,340.39

Highway - #201 - # 210 – Total \$42,063.42

Motion by Councilman Zerby to adjourn the meeting, seconded by Councilman Ritton.  
Meeting adjourned at 8:35 p.m.

Eileen Ten Eyck  
Town Clerk