

Town Of Westford  
Town Board Meeting  
August 5<sup>th</sup> 2019

At 5:30 p.m. Supervisor Larrabee called a special meeting to order. Supervisor Larrabee motioned to go into Executive Session. Seconded by Councilman Huntington. Town Clerk Lynda May was asked to attend the Executive Session. Executive Session opened at 5:32 p.m. Executive Session closed at 6:48 p.m.

At 7:00 p.m. The town board reviewed and signed the following bills for payment:

General Fund # 86- #98 =\$2,611.21  
Highway Fund #69- #74 =\$2,109.88

Supervisor Larrabee called the regular meeting of the Westford Town Board to order at 7:10 p.m.

Present: Town Supervisor Bryan Larrabee, Highway Superintendent Jason Ritton, Councilman Phillip Strong, Robert Huntington, Jim Feil and Ralph Ritton.

Other Town Officials Present: Town Clerk Lynda May, Town Assessor Pamela Dyn-Gohde, Town Justice Michael Fay.

Absent:

Special Guest:

Guest: Sign-in sheet on file at Town Clerks Office.

Minutes of the July 5<sup>th</sup> 2019 Town Board meeting were read. Councilman Ritton motioned to accept minutes as amended. Seconded by Councilman Huntington. Motion carried.

Communications:

1. Otsego Electric has been in contact with Supervisor Larrabee. They would like to hold a public relations meeting in Westford. They are interested in running high speed internet in the hamlet and some outskirts, including areas serviced by Nyseg. Supervisor Larrabee will notify the community once it's set up.

### Unfinished/Old Business:

1. Supervisor Larrabee informed the board that the Town used 12,540 gallons of road diesel last year. Supervisor Larrabee will speak to other towns to see how they write their fuel bids and will prepare a tentative bid to present to the board next month.
2. Highway Superintendent Ritton stated that the dust oil project is completed and the dirt roads have had crusher applied. The highway department had to refigure the paving of Strong Hill Road due to finances but would like to use the left over CHIPS money and the stone already purchased to make cold patch to get through to next year. The total CHIPS money is \$114,000 and we have used \$106,995.72 leaving a surplus of \$7004.28. The Towns ERW money has been increased to \$22,000.00 in emergency winter money. The roads being paved this summer are as listed below:
  - A. Badeau Hill RD. -2,750 feet/ \$20,110.16
  - B. Middlefield Rd.- 6,200 feet/ \$53,068.73
  - C. Stanley Roseboom RD.- 4,200 Feet/ \$33,816.83
3. Supervisor Larrabee and Councilman Feil checked on the Firehouse/Town Hall roof and found it was leaking around the chimney. Supervisor Larrabee check past vouchers and found that the flat roof has not been done. Dan Roseboom and David Lorrette are going to submit quotes.

### New Business:

1. The Town Board conducted interviews for the town clerk position. The Appointment will run from September 1<sup>st</sup> through December 31<sup>st</sup> 2019. Councilman Rittion motioned to appoint Eileen TenEyek as Town Clerk as of September 1<sup>st</sup>. Seconded by Councilman Huntington. All in Favor. Councilman Ritton explained that the 2019 election will be a write in campaign and is opened to anyone that is interested. If no one campaigns the Town Board will have to appoint someone as of January 1<sup>st</sup> 2020.
2. Supervisor Larrabee stated that the CD (in the bank of Cooperstown) that was due for renewal on July 16<sup>th</sup> 2019 has not been renewed. Supervisor Larrabee and Councilman Feil have been looking into other options. Janet from Community Bank would like to give a presentation on money market

accounts and how the town may benefit from switching to one. Supervisor Larrabee will set it up. Councilman Strong voiced concerns over the possibility of holding out \$20,000 to pay bills as discussed last meeting. Supervisor Larrabee explained that it was going to be used to cover expenses until the CHIPS money is reimbursed and then will be replaced. Councilman Ritton explained that if monies needed to be moved from one appropriation to another, a resolution would have to be voted on.

3. Councilman Ritton found the letters for the town hall building and Councilman Feil will work on cleaning them up and mounting them.
4. The September town board meeting falls on Labor Day, Councilman Feil motioned to move the meeting date to September 9<sup>th</sup> @ 7:00p.m. Seconded by Councilman Ritton. All in favor.
5. Supervisor Larrabee received a quote from Jeff Peeters to have to the roofs on the pavilion, transfer station, Henry Snyder garage and shed done. Labor \$1900.00 and materials \$900.00. Councilman Ritton stated he would speak to the fire committee about covering a portion for the Henry Snyder Garage. Supervisor Larrabee motioned to have the work done. Councilman Huntington seconded the motion. Ayes: Supervisor Larrabee, Councilman Strong, Huntington, Ritton. Nays: Councilman Feil
6. County Representative Pete Oberacker would like the board to form a steering committee for the potential consolidation of the towns. He would like the Supervisor, Town Clerk, Board members, Highway Superintendent, Community members and Civic leaders involved. Once formed Representative Oberacker would like to hold a meeting. Those interested are as follows: Supervisor Larrabee, Highway Superintendent Ritton, Councilman Huntington and Feil. Supervisor Larrabee motioned to form the steering committee. Councilman Ritton seconded the motion. All in favor.

#### Committees:

1. Fire: Councilman Ritton stated that the fire week for area kids went well. Supervisor Larrabee applauded the fire department and the volunteers for a great job.

2. Communities: Councilman Ritton would like to set up a time when the board could meet with him at Gophers field and decide where the swing set is going to be set up. He will inform the community of a work day to clean up and get the swing set assembled.
3. Highway: Superintendent Ritton has a \$283.96 check from Scrap.

Gallery:

1. Town Justice Michael Fay asked the board to approve a resolution to apply for JCap. Councilman Ritton motioned to give a verbal resolution to be followed with a written resolution at the next board meeting. Councilman Feil seconded the motion. All in favor.
2. Town Justice Fay also expressed concern over a surplus of money he has due to checks that have not been cashed. Supervisor Larrabee apologized for not depositing them in a timelier manner and will check his paperwork and follow up with Justice Fay.
3. Concerns over the phone at the transfer station not working. Supervisor Larrabee will check into why.
4. Concerns were voiced over the condition of Tabor Rd. Superintendent Ritton will look in to it.
5. The board was asked if there has been any interest in the Supervisor position. Supervisor Larrabee stated he will post an ad on the Westford Community page explaining what the job entails.
6. Councilman Ritton thanked our highway department for their hard work and dedication.

At this time it was motioned by Councilman Feil to adjourn. Seconded by Councilman Huntington. All in favor. Meeting adjourned at 8:24 p.m. Meeting reconvened at 8:28 p.m. for the purpose of reviewing and awarding the sand bid. Present: Town Supervisor Bryan Larrabee, Highway Superintendent Jason Ritton, Councilman Phillip Strong, Robert Huntington, Jim Feil and Ralph Ritton. Bids were received from Kiser Sand & Gravel and Seward Sand and Gravel. The sand bid was awarded Kiser sand and gravel.

Lynda A May  
Town Clerk