

**TOWN OF WESTFORD
TOWN BOARD MEETING
August 9, 2021**

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

Flag Salute was recited.

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

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

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

There were no corrections to July 2021 minutes.

OLD BUSINESS:

- 1). There has been no response from the Department of State regarding Town Laws on file. Supervisor Heinrich will continue to pursue this inquiry.
- 2). Tire Day is still being explored.
- 3). Profit/Loss sheets were provided to the Board and are available for anyone interested in viewing.
- 4). The Gopher Field sign is in the works and the quoted price was for a double sided sign.
- 5). Bills for the mowing of the cemeteries were received.

COMMITEES:

Fire: The department is working on their annual budget.

Cemeteries: No new report.

Highway: Paving has been completed. They are waiting on a little more stone and will then commence sealing. They double surfaced Davis Road and have rented the roller again to repair washed out roads.

NEW BUSINESS:

- 1). The Town of Westford received ARPA funds in the amount of \$41,000.00 (+). However, still no guidance from New York State on how the funds may be spent.

- 2). NYS Retirement appears content with the information received. They will be in contact with the bookkeepers as the state updates their computer system.
- 3). The Board needs to be thinking about the bonuses for the Highway Department as the tentative budget meeting will be next month.
- 4). The Comptroller has received the 2018 and 2019 reports, but the 2020 report cannot be completed until approval from the state is received.

Guest Speakers: Psalm Wyckoff and Brian Larrabee (Chair and Secretary of the Planning Board) requested input from the Board regarding the redrafting of Town of Westford Ordinances- this will be a great undertaking and the Planning Board is looking for support of this project from the Town Board.

Psalm provided a list of revisions to include some of the following:

- reformat existing regulations to incorporate the “Appendix”
- rewriting the regulations
- holding public hearings for revisions
- making land use more business friendly
- revision of the map (hamlet and residential)
- removal of the “floating district”
- define “industry,” “private road,” “temporary uses”

The immediate resources needed for this would be a legal notice from the Town and the long term costs would be enforcement for the land use officer. There was a request for a Town Board member and the Land Use Officer to attend to help guide the process.

Motion by Supervisor Heinrich to approve the Planning Board to do a revision and updating of existing laws and review of the existing Comprehensive Plan, seconded by Councilman Ritton. Unanimous ayes.

CORRESPONDENCE:

- 1). A check for \$20,504.88 was received for the Snow and Ice contract.
- 2) Letter from the NYS Comptroller’s office stating there was no activity from the Justice Court for August 2021.
- 3). NYS retirement everyone is updated and online.

NEW BUSINESS:

Food Truck- a request to set up on Town property (Town Hall). Discussion included concerns about liability of a private business on Town owned property. The Board would require copies of Liability Insurance/Health inspections/sales tax certificate to be

provided. There are also concerns about other businesses wanting to use the property and the noise of the food truck's generator.

Motion by Councilman Ritton to allow the food truck to use Town Hall on a tentative basis and reserve the right to cease the service if it proves a hindrance, seconded by Councilman Huntington. Unanimous ayes.

2). Joe Marullo quit the Transfer Station. Matt Rifanbark has taken over as the replacement for the part-time position. The Town is now in need of a back up for Rifanbark's open position. Please let the Board know if there is anyone interested. Matt will receive 15.50/hour. The replacement worker would receive \$14.50/hour.

3). Superintendent Ritton will need to provide a recommendation for raises for his department per Town Law.

4). Sandbids were received from Seward Sand and Gravel - dried screen sand - \$ 11/yd
- washed sand - \$14.50/yd
- grit sand - \$17.50

Kiser Sand and Gravel - winter road sand - \$11.50/yd

The bid was awarded to Kiser based on the superiority of their product.

BUDGET:

General: #342- #353 - \$2,789.55

Highway- #324 - #330 - \$6,529.30

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

Meeting adjourned at 8:30 p.m.