

**TOWN OF WESTFORD
TOWN BOARD MEETING
January 6, 2020**

At 6:45 p.m. the oaths of office were given by Judge Michael Fay, signed and sealed.

At 7:00 p.m. bills were signed by the board.

General - #138- #158 - \$4,952.92
Highway - #115 -127 – 18,602.59

At 7:17 p.m. Town Supervisor Walter Heinrich called the Organizational Town Board Meeting to order. Offices, appointments and duties were stated and a list of officials with their phone numbers and emails will be made available.

The flag salute was recited.

Present- Town Supervisor Walter Heinrich, Councilmen Robert Huntington, Ralph Ritton, Jim Feil and Steve Zerby

Other Town Officials Present: Town Clerk Eileen Ten Eyck, Town Justice Michael Fay, Town Assessor Pamela Dyn-Gohde and Highway Superintendent Jason Ritton.

Absent:

Special Guest: Peter Oberacker- County Legislator

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

Motion by Councilman Huntington to conclude the organizational meeting, seconded by Councilman Ritton. Unanimous ayes.

At 7:25 p.m. the monthly Board meeting was called to order.

Minutes from the December 2, 2019 meetings were read. Corrections to be made were to #7 from Planning Committee to Planning Board and a change to the date that the carpets were cleaned on December 2, 2019.

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

County Legislator- Peter Oberacker discussed some of the events, projects and grants for the I-88 corridor and continued exploration of the consolidation of towns and town services. There were discussions about the pros and cons of consolidation regarding taxes

Supervisor Heinrich gave a welcome and outlined some of his agenda items for the upcoming year including expenditures and ways to save money where possible. He noted that insurance premiums have not been solidified at this date.

OLD/UNFINISHED BUSINESS:

1. The 2019 audit needs to be completed. Supervisor Heinrich will be meeting with NYS Comptroller to finalize the audit.
2. Otsego Electric- Lines are beginning on County Highway 35 and 36- will be stopping on Strong Road. Fiber optic installation continues.

NEW BUSINESS:

1. Resolution #1 of 2020- the official undertaking for elected officials was read, approved by the board and signed by the Board.
2. A proposal for a resolution for Town Supervisor, Town Clerk and Town Justice to approve signatures for the banks to allow for deposits.

A motion for approval of the corporate authorization resolution was proposed with unanimous ayes.

3. End of year balances on accounts are as follows:
 - Supervisor- \$25,927.05
 - Highway- \$13,774.22
 - Lighting- \$147.94
 - Highway Reserve- \$10,000
 - CHIPS- \$222,767.84
 - 2019- Budget Installment/Highway Reserve- \$153,791.51
 - Surplus- \$68,976.33

Corrected balances were given during the meeting as follows:

- Supervisor- \$13,982.71
- Highway- \$14,312.31
- Lighting- No Change
- Highway Reserve- No Change
- CHIPS- March 16, 2020 money to be received

Motion by Councilman Feil to accept the end of the year report, seconded by Councilman Huntington. Unanimous ayes.

4. Municipal Workshops- Supervisor Heinrich and Councilman Zerby are preparing to attend.
5. Audit for Judge Fay's books will occur during the February 2020 meeting. Town Supervisor has correspondence from the Unified Court system to conduct an audit of the Judge's books.
6. Oath of Office was completed
7. Bryan Larrabee was appointed to the Town Planning Board
8. Transfer Station- a price list was provided to the station attendants for the \$20 fee for commercial grade electronics.

Motion by Councilman Feil to increase the bag fee at the transfer station from \$3.00 to \$4.00 for those from out of town who use the Westford Transfer Station, seconded by Councilman Ritton. Unanimous ayes.

9. James Feil donated his Board salary to the Cemetery Association. A voucher needs to be done to transfer the money. Supervisor Heinrich clarified that Councilman Feil would need to collect his earnings and may then donate them to the Cemetery Association.

10. SPCA- Westford received a satisfactory rating on its inspection report.

11. Jackets and shirts were purchased for the Highway Department.

12. Tabor Road ice build up was repaired by the Highway Department.

13. Supervisor Heinrich and Bryan Larrabee attended the end of the year Town Supervisor's meeting.

14. Supervisor Heinrich and Bryan Larrabee met with reps from the insurance company. Copies of the policies were provided to Jason Ritton and drivers added to the policy. The amount was more than anticipated, so Supervisor Heinrich was looking at the budget to adjust for the price raise.

15. A thank you to Bryan Larrabee for his service and dedication to the position of Town Supervisor was given

16. Deputy Clerk

Motion by Councilman Ritton to have Mary Lou Platt as the Deputy Clerk for the Town of Westford, seconded by Councilman Huntington. Unanimous ayes

17. FLMA- salaries need to be provided for actual amount to be calculated.

Superintendent Heinrich has been in contact with the bookkeeper for up to date figures.

GALLERY:

- Questions about money received from the auto crushers- \$106.00

- Discussion about projects proposed by the government and not be funded by New York State.

- Discussion about the fate of Schenevus Central School. There will be a public information session on February 13, 2020 in Westford at 6:30 p.m.

A motion by Supervisor Heinrich to the board to have bills signed and reviewed after the meeting concludes, but while still in session, seconded by Councilman Huntington. Unanimous ayes.

Water and Soil worksheets are being sent out.

Remaining bills were reviewed and signed.

Motion by Councilman Feil to conclude the meeting, seconded by Councilman Huntington. Unanimous ayes.

Meeting adjourned at 9:30 p.m

Eileen Ten Eyck
Westford Town Clerk