

**TOWN OF WESTFORD  
TOWN BOARD MEETING  
March 14, 2022**

At 7:01 p.m., the Westford Town Board meeting was called to order.

Town Board members present: Supervisor Walter Heinrich, Councilman James Feil, Councilman Ralph Ritton, Councilman Robert Huntington. Absent: Councilman Steve Zerby.

Other Town Officials present: Highway Superintendent Jason Ritton, Assessor Pamela DynGohde, Judge Michael Fay, Town Clerk Eileen Ten Eyck

Sign-in sheet on file at Town Clerk Office.

Pledge of Alliance was recited by all.

Corrections made to March 2022 minutes: Under new correspondence – Stacey Hines' name was changed to Stacey Camillari.

**NEW CORRESPONDENCE**

- 1). There are historical records in the file cabinet in the main room of Town Hall. These are available to the public if anyone is interested it looking at them.
- 2). Transfer station proposals – will be discussed later in the meeting
- 3). ARPA funds- Supervisor Heinrich provided drafts for two projects that will be re-submitted to the State for approval once approved by the Board. Total projected costs for both projects is \$84,102.31 . \$ 81,000 for the Salt Shed at the Highway Department and \$3,500 for improvements at Gopher Field (resurface tennis courts and new nets). The Gopher Field project will be dependent on volunteers from the community to keep it within the allotted budget. A draft of this will appear on the Town's website.

Councilman Zerby has been assisting Supervisor Heinrich and have enlisted the advise from an engineer regarding the construction of a new shed and drainage for the run-off. Considerations are being given to raising up the pad and paving the surrounding area.

Both projects have been tentatively approved by the Federal and State Government.

- 4). David and Theresa Clements donated \$50 for use of the Town Hall.
- 5). Emerson Testing- The Highway Department received a favorable report as a part of their certification and enrollment in the drug and alcohol test program.
- 6). Rental on our Post Office Box has been paid for the year.
- 7). 2022 Municipal Officials address information has been updated and submitted to the State and County.
- 8). NYS Department of State sent correspondence and have approved our "opt out" Law #1 of 2022. This is the only law on file with the State for the Town of Westford.

## **OLD BUSINESS**

1). Supervisor Heinrich provided two rough drafts regarding options for the Transfer Station. We will require bid proposals for rental/lease for a trash compactor. The tentative proposals are as follows:

a). Bid #1- The compactor will need, at a minimum, 35 cubic yards of household refuse (no c and d waste). The lease should include all repairs and maintenance cost including providing a loaner unit in the event the original equipment fails. Further, the agreement should include trucking to empty and return from an approved location. We will continue with our part time employees unless the owner doesn't want others to operate their equipment. Dumping would occur every two weeks.

b). Bid #2 – A yearly contract with a trash service to conduct household refuse pickup at the Town's Transfer Station garage. The contract must specify either with or without an operator for the truck. A bid submitted without an operator assumes the Town will provide an attendant to compact the trash only. Any operation of the truck to and from an approved location is responsibility of the contractor. Current days of operation are Tuesdays and Saturdays from 6:00 a.m. to 2:00 p.m. Bids may be submitted for one or two days of operation. The contractor must ensure that refuse pick up is available on scheduled day of operation. It may be cost prohibitive to run this service for two days.

Things to consider:

-Is it feasible for us to have someone park a truck there for a day or two of operation? This could eliminate our part time employees which currently cost \$15,000/year.

- bid needs to include a non-collusion clause and a million-dollar insurance coverage policy.

- the town will have the right to refuse any bids submitted and current operations may continue until our equipment fails.

- a bag fee is also an option in addition to any changes to the Transfer Station.

- if there are changes to the number of days of operation a Public Hearing would need to be held.

Supervisor Heinrich will fine tune the bid proposals for approval by the Board. An ad will be placed in The Daily Star once approved.

2). Tim Johnson (OE Connect) contacted Supervisor Heinrich requesting a further reduction on the taxes. Pam Dyn-Gohde (Town Assessor) provided the numbers to back up her initial 40% reduction and why this is a fair amount. OEC received grant money and it is Mr. Johnson's (OEC's) responsibility to fulfill this obligation. OEC is requesting a reduction to 0%. This is going to litigation. The Board denied a further reduction at this time. Supervisor Heinrich contacted Spectrum to who will re-map Westford to see if they can or will expand service in Westford.

## **NEW BUSINESS**

1). Profit/Loss statement provided to the Board. Contractual services for the Highway Department are 40% through their budget at three months into the new year.

- 2). We are up to date on our AUD reports from 2016 to 2022. The bookkeeper met with the Comptroller and recreated missing data.
- 3). Justice Fay wanted to publicly thank a member of the Highway Department who helped him out following a fall. He appreciated the help and wanted it noted.
- 4) There continue to be issues with a resident and his dog at Gopher Field. Dog Control Officer, Jennifer Larrabee and Supervisor Heinrich are going to construct a new Dog Law. Jenn is going to get a copy of Maryland's Dog Law and Supervisor Heinrich will amend it and it will be submitted once approved to become law #2 for Westford. The Board is going to go over all previous laws and any and all that still pertain, bring them up for amendment, and re-submit to the state as they only have our 2022 law on file.
- 5). Highway Superintendent, Jason Ritton inquired about payment for the backhoe that is due to arrive sometime in April 2022. Supervisor Heinrich believes he can transfer some money out of the General Fund. As soon as a bill is received, it will be paid. There is still an opening at the Highway Department.

#### **BUDGET MEETING**

**General:** # 32 - #43 - \$5,096.16

**Highway:** # 22 - # 34 - \$21,825.94

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

Meeting adjourned at 9:00 p.m.