

**TOWN OF WESTFORD
TOWN BOARD MEETING
March 2, 2020**

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

The flag salute was recited.

Present- Town Supervisor Walter Heinrich, Councilmen Robert Huntington, Ralph Ritton, 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: Councilman James Feil

Special Guest: John Meiser

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

CORRESPONDENCE:

1). Community Bank sent information regarding the closing of the local branches on certain days.

2) There is a training being offered by Otsego County for the Zoning Board and Planning Board on March 30, 2020 -6:30 to 8:30. They are asking for a \$20 donation from those attending.

Motion by Councilman Zerby to enable ZBA/Planning Board to have the fee paid by the Town, seconded by Councilman Feil. Unanimous Ayes

3). NYSEG accepted the Town's grant application for new lower power lights for the town.

Special Guest: John Meiser- Eagle Scout Project Troop 168- Worcester Central School.

John proposed a project to dedicating a veteran memorial patio with a flower garden and bench. The project would serve to thank all military past, present and future who served our country. There would be no cost to the town as he will be doing fund raisers to cover the cost of the project. He plans to have flags for each of the branches of the military and for first responders. This will be added by the existing flag pole. The cost of the project will be approximately \$4,000.

This received unanimous approval from the Board.

Jack Colwell - a resident of Westville, New York presented a letter of interest from the Westville Association expressing interest for Westville to be added to the national historical registry. His purpose for presenting the letter to the board was to bring this initiative to the attention of the Town Board and stress that there were also residents

opposed to being added to the registry. The letters are on file with the Town of Westford along with the signatures of those opposed.

Patricia Ryan is looking for a deed regarding the abandonment of her property of Thomas Road. The state was notified of the abandonment. Jason Ritton informed it remains on the Town's inventory until October of this year.

OLD BUSINESS:

1). Supervisor Heinrich is working with the state's Comptroller's office on the AUD (end of year comptroller's audit). He is working with the bookkeeper to catch up as the town is 5 years behind.

2). Judge Fay passed his audit.

3). the 2020 budget was made available by Town Supervisor Heinrich to anyone who wants to peruse the money usage. He is already working on the 2021 budget.

5). The NYSEG lighting contract has been sent and the letter of agreement has been submitted. NYSEG has not yet submitted a bill.

6). the town has opted out of FMLA. The insurance premiums have been paid for disabilities.

7). the map of Westford needed for the census was completed.

8). Raises for the Highway Department were approved and received.

9). Munson's bill is in this months billing cycle - it was five months in arrears.

10). The Town of Westford has been approved for General Services making the Town eligible for surplus equipment both state and federal.

11). Ralph Ritton has been appointed as the Deputy Town Supervisor.

12).Supervisor Heinrich is still working on code laws for the county.

13). Mr. Reynolds (a former employee) was paid back wages owed by the town.

COMMITTEES:

Fire Department- had their inspection and are anticipating some recommendations from the Labor Committee.

Gopher Field- Supervisor Heinrich did some research following a discussion about someone not cleaning up after their dog and a previous case of a dog running loose and the Town of Westford and the town incurred a bill of \$150. He found a local law- there is a 2011 leash law. He is going to pursue a criminal summons for a Mr. Ives for violation of Section 6, Subsection 1 - failure to control and leash his dog and subsection 3 - allowing a dog to run free. Each violation has a penalty and requires the owners to pay said fees.

NEW BUSINESS:

1). Zoning Board- current board members are Scott Brady, Jo Spenser, Isabella Bonadies and Joan Martindale

Supervisor Heinrich made a motion to the Board that they approved 2 year terms of appointment for each member for all for members to continue their terms, seconded by Councilman Ritton. Unanimous ayes.

2). NYS Retirement- Town Supervisor Heinrich continues to get all employees into the retirement system.

3). Highway Department- Town Supervisor is working with the Highway Department regarding credits for personal leave. Updating to the manual is forthcoming (credits/hours).

Motion by Town Supervisor Heinrich to add 2019 credits to their 2020 credits for 3 the highway employees, seconded by Councilman Ritton. Unanimous ayes.

4). There had been late charges on some of the small utilities bills- phone, electric and internet. Supervisor Heinrich has them all on automatic payments.

5). Supervisor Heinrich read his proposal for a resolution regarding the usage of the Town Hall and a contract is forthcoming.

Motion by Supervisor Heinrich to allow the Peeters family to use the Town Hall on March 22, 2020 for a baptism and birthday party, seconded by Councilman Ritton. Unanimous ayes.

6). Tax receipts- discussion about requiring Town of Westford residents to send in self address stamped envelopes in order to receive their paid tax receipts. Supervisor Heinrich will do some research on this to determine how to make changes in the notification on the tax bills.

COMMITTEES:

Fire- No new reports.

Cemetery Association- Clean up will be in the spring of this year- date to be determined.

Highway- Complaint about mud at the intersection of 34 and Strong Hill Road. Jason Ritton (Highway Superintendent) is aware of the issue and will address.

GALLERY:

1). Judge Fay requested a resolution for JCAP funds.

Supervisor Heinrich proposed a resolution be written to allow Judge Fay to apply for JCAP funds when available, seconded by Councilman Feil. Unanimous ayes.

2). Cultural Resources Grant. This grant was applied for in 2019, but denied.

Motion by Councilman Zerby for the Town Board to support the submission of a 2020 grant application for the Cultural Resources Survey Grant, seconded by Councilman Ritton. Ayes by Councilman Feil and Huntington.

BUDGET MEETING:

General - 169 -178 - \$4,871.00

Highway - 144 - 150 - \$13,097.55

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

Meeting adjourned at 9:02 p.m.