

**TOWN OF WESTFORD  
TOWN BOARD MEETING  
NOVEMBER 4, 2019**

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

**Other Town Officials Present:** Town Clerk Eileen Ten Eyck, Town Justice Michael Fay  
Town Assessor Pamela Dyn-Gohde

Absent: 0

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

The town board reviewed and signed the following bills for payment:

**General Fund - #119 -#128 – 2,747.44  
Highway Fund – # 93 – #103 - \$8,318.83**

The Flag Salute was recited

7:00 p.m. Supervisor Larrabee commenced the Public Hearing regarding the abandoning of 400 feet on Thomas Road Westford, New York on property belonging to Patricia Ryan.

Motion to close the Public Hearing regarding Thomas Road made by Supervisor Larrabee, seconded by Councilman Ritton. Unanimous ayes.

At 7:15 p.m. Supervisor Larrabee commenced the Public Hearing regarding the 2020 Town of Westford budget.

Motion to close the Public Hearing regarding 2020 Westford Town Budget made by Supervisor Larrabee, seconded by Councilman Huntington. Unanimous ayes

Motion to adopt the 2020 Westford Town budget made by Councilman Ritton, seconded by Councilman Feil. Roll call vote – unanimous ayes.

Supervisor Larrabee called the regular meeting of the Westford Town Board to order at 7:25 p.m.

Minutes of the October 7, 2019 Town Board meeting were read. Changes were made to those minutes to reflect a correction under Committees #5 to read “salt-storage,” under New Business For Highway #1- last sentence “CHIPS funds will be used for this.” was eliminated.

Motion by Councilman Ritton to accept October 7, 2019 minutes as corrected, seconded by Councilman Huntington. Unanimous ayes.

**Unfinished/Old Business:**

1. Town Supervisor Larrabee has not had any updates from Otsego Electric.
2. A fuel bid was received from Grantier Oil and read by the Town Clerk. The board was looking for a specific dollar amount, but it was not submitted in that form. This was not accepted as a bid because it was not submitted as a bid, but will continue to use them as the fuel provider unless a better price is found with another company.

Motion was made by Supervisor Larrabee to not accept the submission from Grantier Oil as a bid for the town's fuel bid for 2019, seconded by Councilmen Ritton. Unanimous ayes.

3. Flat roof- Ralph Ritton offered to fix the roof for the winter.

**New Business:**

1. Money Market account- Bank Balances will be given at the end of the year meeting. Supervisor Larrabee requested the board's permission to transfer money from the money market account to pay a highway bill that is in excess of \$80,000.

Motion by Councilman Ritton to allow for the transfer of funds from the money market account, seconded by Councilman Feil. Unanimous ayes.

2. New York State will be holding workshops again for municipalities.
3. Carpet will be cleaned after elections; the cost will be about \$150.
4. Town Supervisor position- Walter Heinrich has agreed to run for this office.

**Committees:**

1. Fire Department- Fire District budget has just been submitted to the Supervisor and was raised by \$1000. Final budget was \$46,000.
2. Playground- The Highway Department will be working on the land.
3. Judge Fay submitted a letter requesting an audit of his accounts pursuant of the Unified Justice Board Act. This will be put on the agenda for February 2020.

**New Business:**

1. Psalm Wycoff took the Chair position of the Planning Board, but there is now an opening.
2. The Town must pass a resolution regarding the abandonment of 400 feet of Thomas Road in Westford, New York. The Town agreed to pay for the cost of the ad.

Supervisor Larrabee motioned to pay the ad amount of \$44.96 seconded by Councilman Huntington. Unanimous ayes.

**Highway:**

1. Surplus on the trucks has been listed. Jason will contact the Board Members with amounts.

**New Business for Highway:**

1. Transfer Station- the County started charging for commercial grade electronic (computers, fax machines, printers etc).

Councilman Feil motioned to institute a fee of \$20 for electronics. Seconded by Councilman Ritton. Ayes- Supervisor Larrabee, Councilman Huntington. Nays- Councilman Strong.

2. A notice needs to be placed in The Daily Star regarding the closing of seasonal roads effective December 1, 2019. This will be done by the Town Clerk.

Councilman Ritton motioned to have a legal notice placed in the paper, seconded by Supervisor Larrabee.

3. Town Assessor

Motion by Supervisor Larrabee to reappoint Pamela Dyn-Gohde for a six year term as Town Assessor. Unanimous Ayes

Since there is no further business to come before this meeting, motion by Councilman Feil to adjourn. Seconded by Councilman Huntington.

Meeting adjourned at 8:17 p.m.

Eileen Ten Eyck  
Town Clerk

Changes made to #1 Unfinished/Old Business - typo h to had

Changes made to #1 New Business – Deleted sentence “This is due to a delay in CHIPS funds”

Changes made to #1 Committees to read “Submitted to the Town Supervisor and raised by \$1000.”