

**TOWN OF WESTFORD
TOWN BOARD MEETING
OCTOBER 11, 2021**

At 7:02 p.m. the Westford Town Board Meeting was called to order.

Flag Salute was recited.

Present: Town Supervisor Walter Heinrich, Councilman Zerby, Councilman Feil, Councilman Ritton and 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.

The following corrections were made to the September 2021 minutes:

Under Committees: Fire Budget- corrected to show a 3.8% increase for 2022.

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

OLD BUSINESS:

- 1). Supervisor Heinrich continues to work on opening an account for ARPA funds.
- 2). Retirement- Jason should be in the retirement system under the Town Of Westford by the November Board Meeting. Supervisor Heinrich should also know if the Town owes for Jason's contributions or if they have been paid.
- 3). Supervisor Heinrich is still trying to catch up with Jennifer Larrabee regarding the personal vs. contractual agenda item for the budget.
- 4). Supervisor Heinrich has the letter for Highway employees composed and will attach it to the stipend.
- 5). Highway: The 10 wheeler was purchased for \$20,000 and is on the road. The backhoe was ordered and the resolution is on file.

NEW CORRESPONDENCE:

- 1). The Postal Service sent correspondence regarding interest in purchasing a stamp machine. Consensus was that this was not a purchase we want to make at this time.

- 2). Supervisor Heinrich completed a survey from New York State regarding internet access for the town.
- 3). NYS Comptroller sent correspondence indicating there was 0 activity for the Town Court for October 2021.
- 4). The Unified Court System sent notification that Judge Fay completed his continuing education requirements for 2021. The certification is on file at the Clerk's Office.
- 5). Resolution #3 for the purchase of the John Deere backhoe is on file with the Clerk's Office
- 5). Resolution #4 standard workday resolution for employees as well as elected officials filed with the Secretary of State and posted at Town Hall.
- 6). Resolution #5 will be composed for the November Board Meeting – this is for the transfer of \$100,000.00 from General Fund to Highway Fund to cover costs until CHIPS reimbursements are received from the state.

NEW BUSINESS:

- 1). Matt Rifenbark proposed his 19 year old son (Michael Boeke) to be considered for the part time position at the transfer station. The Board approved Michael for the position.
- 2). Ralph Ritton has a justification for the Fire Departments going over the tax cap and will bring the paperwork to the next meeting.
- 3). November 8, 2021 at 7:00 p.m. is the Budget Hearing. An ad will appear in The Daily Star a week ahead of time.
- 4). Westford received an extension on the ARPA funds (which must be spent on infrastructure projects) -Supervisor Heinrich proposed spending the money on the storm water runoff at the Highway Shed. There is approximately \$80,000.00 for this project.
- 5). November 2nd is election day from 6 a.m. to 9 p.m. at Town Hall.

PRELIMINARY BUDGET:

- 1). Supervisor Heinrich provided an explanation of the changes from the 2022 Tentative Budget to the 2022 Preliminary Budget. The changes included an increase in real property, the Highway Superintendent's increased salary and the Fire Department's justification.
- 2). Conversations following the budget portion of the meeting included a suggestion by Councilman Huntington that monies start to be set aside to combat the ever increasing fuel costs.

3). Judge Fay's books will need to be audited in December 2021. Councilmen Ritton and Feil will complete this task.

Motion by Councilman Huntington to accept the Preliminary Budget with the changes addressed, seconded by Councilman Feil. Unanimous ayes.

COMMITTEES:

Fire: No new report.

Cemetery: No New Report

Highway: Superintendent Ritton requested permission to surplus the '97 International.

Motion by Councilman Zerby to surplus the '97 International, seconded by Councilman Huntington. Unanimous ayes.

Motion by Councilman Ritton that the surplus of the '97 International have a minimum bid of \$3,500.00, seconded by Councilman Huntington. Unanimous ayes.

Transfer Station: No new report.

BUDGET MEETING:

General: #336- #375 -\$3,129.46

Highway: #339 -#349 – \$110,335.32

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

Meeting adjourned 8:22 p.m.