

TOWN OF WESTFORD  
TOWN BOARD METING  
JANUARY 2, 2015

The Organizational Meeting of the Westford Town Board was called to order at 7:06 p.m. by Supervisor Brad Davis with Pledge of Allegiance recited in unison.

Board Members Present: Supervisor Brad Davis; Councilman Ralph Ritton, Councilwoman Delphine Kerzick, Councilman Phillip Strong.

Absent: Councilman Robert Huntington,

Other Town Officials Present: Highway Superintendent Martin Peeters; Town Justice Michael Fay; Assessor Douglas Gohde; Town Clerk Louisa Platt.

Guests: Sign-in sheet on file at Town Clerk Office.

Supervisor Davis welcomed everyone to the first meeting of 2015. Proposed 2015 appointments were presented for review. Motion by Councilman Ritton to adopt the proposed 2015 appointments as presented. Seconded by Councilman Strong. A roll call vote was taken. Ayes: Councilman Ritton, Councilwoman Kerzick, Councilman Strong, Supervisor Davis. Noes: none. Absent: Councilman Huntington. Appointments for 2015 were ratified as follows:

Town Meeting Place: The Westford Town Hall

Town Meeting Time: First Friday of month at 7:00 p.m., exception for July 2015  
Town Board Meeting to be first Thursday (July 2, 2015)

Official Paper: The Oneonta Daily Star

Official Bank: Community Bank, NA

Registrar of Vital Statistics: Louisa M. Platt

Deputy Registrar of Vital Statistics: Mary Fay

Town Attorney: Marvin Parshall

Health Officer: A.O. Fox Hospital

Dog Pound and Shelter: Contract with Susquehanna Animal Shelter

Town Historian: Mary Kay Harvard

Town Assessor/Land Use Zoning Officer: Douglas Gohde

Deputy Town Assessor: Pam Dyn

Town Code Enforcement Officer: Otsego County Code Enforcement Officer

Planning Board Chairman: Lyle Morrison

*Members:* Madeline Woerner

Bryan Larrabee (Secretary)

Psalm Wyckoff

Dana Peeters

Board of Assessment Review Chairman: Richi Dee Horne

*Member:* Mary Fay

Terry Clapper

Zoning Board of Appeals Chairman: Alane Strong

*Members:* Joan Martindale

Jo Spencer

Edith Marullo

Debora Getz

Procurement Policy:

\$ 0.0 - \$2,000.00 = Buy at Highway Superintendent's discretion

\$2,000.00 - \$5,000.00 = 3 Verbal Quotes (noted in notebook on final bill for item)

Over \$5,000.00 = 3 written Quotes brought to Town Board for vote.

Investment Policy: Same as previously adopted and filed.

Supervisor may pay bills upon receipt: Utilities, Telephone, Insurance, Internet Service, Post Office Box Rent.

Supervisor Davis closed the Organizational Meeting at 7:10 p.m.

At 7:11 p.m., the Town Board reviewed and signed the following bills for payment:

General Fund #1 - #21 = \$16,638.58 , as set forth is Abstract 1G.

Highway Fund #1 - #8 = \$31,364.14 , as set forth in Abstract 1H.

Supervisor Davis called the regular meeting of the Westford Town Board to order at 7:43 p.m.

Board Members Present: Supervisor Brad Davis; Councilman Ralph Ritton, Councilwoman Delphine Kerzick, Councilman Phillip Strong.

Absent: Councilman Robert Huntington,

Other Town Officials Present: Highway Superintendent Martin Peeters; Town Justice Michael Fay; Assessor Douglas Gohde; Town Clerk Louisa Platt.

Guests: Sign-in sheet on file at Town Clerk Office.

Minutes of the December 5, 2014 Town Board meeting were read. Motion by Councilman Ritton to accept the minutes as read. Seconded by Councilman Strong. All in favor. Carried.

UNFINISHED BUSINESS:

1. Councilman Strong spoke with Becky Sears concerning the position of Dog Control Officer. Following discussion, motion made by Councilman Strong to hire Becky Sears as the Town Dog Control Officer at \$45.00 per dog and \$.50 per mile. Seconded by Councilman Ritton. All in favor. Carried.
2. Supervisor Davis reported that the Town has received \$76,760.13 in CHIPS so far. \$39,351.47 will be received the 15<sup>th</sup> of March.

NEW BUSINESS:

1. Supervisor Davis advised that CDPHP, the Town's health Insurance, changed the premium amount on December 25, 2014. \$623.41 per man was budgeted, however the new premium is \$629.71 per man which will cause a slight shortage in the line item of the 2015 budget. Most changes to the policy were basically in the deductible.
2. The Highway Reserve CD will mature on January 10, 2015. Discussion followed. Supervisor Davis could put it into a non-interest bearing account until enough money in taxes has been collected to add to it, or he could do 2 CDs – renewing one and doing another. He will check into all options and rates, then do what is in the best interest of the Town.

3. NYSDEC sent out notices that towns are no longer allowed to put any covered electronic equipment in garbage. Covered electronic equipment (CEE) includes items such as: computers, televisions, small appliances, computer keyboards and computer mouse. Per the Electronic Waste Requirements, municipalities under 10,000 do not have to provide a collection area, however residents should be able to take items back to the manufacturers. Discussion followed. From the floor, Eva Davey offered various suggestions such as notifying people to save for the annual Hazardous Waste Day. Supervisor Davis will check with Cassella to see if they will still collect CEE items so the residents can continue doing as they have. In the meantime he will explain the regulation to John Shulgay at the Town Transfer Station, post a sign there so people will be aware of the mandate and also provide a barrel with a funnel for people to empty their used oil into.
4. From the floor, Thomas Makofske asked the Board for information about dog barking regulations. Supervisor Davis read Section 6, paragraph 2 of the Dog Control Law which addresses dogs continually disturbing the public peace & quiet.
5. The Association of 'Towns Training School and Annual Meeting will be held in NYC on February 15-18, 2015. An agenda, copies of proposed resolutions and an attendance application form are available at the Town Clerk's office.
6. Tax Collector reported \$113.82 was saved in postage by rearranging the tax bills alphabetically and then inserting all bills for the same taxpayer into one envelope instead of sending a bill for each parcel individually. The unused envelopes can be used for receipts generating a savings in window envelopes.
7. Beaver dams have backed up and are flooding both Charlie Burton Road and near the Serafen Road bridge. Superintendent Peeters will contact the DEC for approval to break up the dams.
8. Superintendent Peeters advised CHIPS will be used for sections of Peeters Road, Middlefield Road and Strong Hill Road.
9. Various sections of the Employee Handbook were discussed to clarify answers to questions from Highway employees. Supervisor Davis will notify Cheryl Naubereit, Director of Finance if anyone is due compensation for unused vacation days, etc.

Since there was no further business to come before this meeting, motion by Councilwoman Kerzick to adjourn. All in favor. Meeting adjourned at 8:45 p.m.

Louisa M. Platt  
Town Clerk