

Town of Westville Meeting Minutes

April 13, 2015

I. Call to order

The meeting was opened by Supervisor Lauzon at 6:30 p.m. at the Westville Town Hall.

II. Roll call

Town Clerk, Ann Brady, conducted a roll call during the Public Hearing.

PRESENT: Councilman Mike Armstrong
Councilman Vince Cartier
Deputy Supervisor, Dean Fleury
Highway Superintendent, Kevin Nichols
Supervisor Rodrique Lauzon
Councilman Robert Reynolds
Dog Control Officer Kim Lapage

EXCUSED: Code Officer Robert Crossman

ALSO PRESENT: Kathy Nichols and Pat Maguire

III. Approval of minutes from last meeting

The minutes of the regular Town Board Meeting and the Public Hearing held on March 9, 2015 having been submitted to the Town Board by the Town Clerk; and the Town Board has reviewed these minutes; and that the minutes of the regular Town Board Meeting and the Public Hearing were approved.

IV. Open issues

Code Officer's Report – A report was given to the Board by Robert Crossman. The Code office issued: 3 Building Permits, 1 Burning Permit and performed 5 construction inspections. The Code Office took in \$185.00.

Dog Control Officer's Report – Kim LaPage provided a written report to the Board dated March 10th through April 11, 2015. On March 28th she received a report from Mike Nichols that his neighbors' dogs were in his yard. On April 3rd she received a call from Donna Armstrong on Grand View Drive indicating that she was having the same issue with her neighbors' dogs that was resolved at one time. On April 6th Jackie Connell called reading a dog that was running at large. On April 9th the Manager of Coville Bay contacted her about a trailer behind the building owned by Scott Tucker that contained dogs, Kim checked on the welfare of the dogs and indicated that they are being cared for.

Highway Superintendent's Report – A report was given to the Board by Kevin Nichols. They have been busy cutting brush, sweeping roads and doing general clean up after winter. Kevin asked the Board for a hold harmless Resolution to be presented at the next meeting for shared services with other towns to protect the Town and the Town employees.

Town Clerk's Report -- Town Clerk, Ann Brady provided the Town Board with a monthly report indicating that the Town Clerk's Office issued 12 dog licenses. The total received by the Clerk's Office for the month of March was \$215.00; New York State Department of Agriculture and Markets received \$18.00; New York State Department of Health received \$0.00; and \$197.00 was paid to the Town of Westville, Town Supervisor.

The Town Clerk's Office received donations for the upkeep of the Pine Grove Cemetery in memory of Thelma Mason Haight: \$50.00 from Wayne and Nancy Milne; \$100.00 from Randi Goodwin, Thomas Mason and Nancy Milne; and \$50.00 from Pam & Jim Burns. All three checks were given to the Town Supervisor totaling \$200.00.

On March 14, 2015 the Town Clerk sent correspondence to the Franklin County Highway Department enclosing the Agreement to Spend Highway Funds and Resolution #4 of 2015 and to the Westville Volunteer Fire Department with Resolution #3 of 2015.

On April 1, 2015 the Town Clerk was notified that the Town of Westville will be undergoing an onsite building inspection to occur on April 20th. Notification was also received from the Real Property office that Donna Andrew needs to attend the Board of Assessment training in May.

On April 4, 2015 the Town Clerk sent correspondence to the Franklin County Board of Elections enclosing the 2015 Polling Site Agreement. On April 10, 2015 the Town Clerk received notification that the Westville VFD added two new members: Breanna Jock and Justin Perryman.

A deadline was set for April 11, 2015 for bids for Lead Testing for the Town. Only one bid was received. The bid was provided to the Town Supervisor for review by the Board. On April 11, 2015 the Town Clerk received a letter from Susan Tobias at the Press Republican regarding access to the Meeting Minutes. The letter was presented to the Board for their review.

The Town Clerk's Office will be closed on Saturday May 2nd and Saturday May 9th. A Notice will be posted on the door and in the local paper.

Budget Update by Rod Lauzon –The current account information is:

Account Information:	CLASS	Community Bank	Total
General	\$ 636.97	\$ 147,296.01	
Highway	\$56,539.32	\$ 179,986.30	\$
Trust & Agency		\$ 2,730.90	\$ 2,730.90
Machinery	\$.08		\$ 0.08
Reserve – Highway		\$ 84,029.21	\$ 84,029.21
Savings – Highway		\$ 20,013.00	\$ 20,013.00
Savings – General		\$ 96,265.74	\$ 96,265.74
Total	\$57,176.37	\$ 530,321.66	\$530,321.66

Received from and deposited into General Account:

Verizon Wireless: \$977.50
 Justice Court: \$2,453.00 (March 2015)
 Justice Court: \$1,504.00 (February 2015)
 Justice Court: \$1,519.00 (November 2014)
 Tax Collector: \$2,379.77

Received from and deposited into Highway Account: 0.00

AMP Update by Rod Lauzon –No Report.

Supervisor Report–Rod Lauzon gave the Town Supervisor's Report. Dr. Lowell had been performing pre-employment physicals at a price of \$55.00 we have received notification from Franklin County that it is now \$120.00 (without drug testing) and \$150.00 (with drug testing).

Paperwork needs to be in place for shared services by June 1st. The Justice has caught up on his paperwork. The Westville fireman will be building the sign from Fort Covington as the current one is rotting. Life Flight sent us a thank you letter for our donation. We received notification from the NYS Department of Taxation and Finance for the values for Niagara Mohawk, Verizon and Time Warner cable.

The Justice Court grant was approved for 2015. The Court was awarded a portion of what they asked for. The grant approved two fire proof filing cabinets and the energy improvements to the Town Hall. Northern Home Services performed the Energy Audit in 2014 (at no charge) and it was submitted with the grant. A motion was made by Vince Cartier, seconded by Michael Armstrong to allow Northern Home Services to perform the work scope in the Energy Audit that was performed in 2014. All in favor. Approved. A contract was signed by Rod Lauzon for Northern Home Services to perform the energy upgrades. Rod will order the two fire proof safes for the Justice Court in order to complete the grant. All monies must be allocated by July 16, 2015.

Neighborhood Watch – No Report.

Motions:

- (1.) To pay bills – Motion by Mike Armstrong, seconded by Dean Fleury. All in favor. Approved.
- (2.) To accept HUD Report – No report.
- (3.) To accept Highway Superintendent’s Report – Motion by Robert Reynolds, seconded by Dean Fleury. All in favor. Approved.
- (4.) To accept Town Clerk’s report – Motion by Vince Cartier, seconded by Dean Fleury. All in favor. Approved.
- (5.) To accept the Budget Update – Motion by Dean Fleury, seconded by Michael Armstrong. All in favor. Approved.
- (6.) To accept the Supervisor’s Report – Motion by Robert Reynolds, seconded by Vince Cartier. All in favor. Approved.
- (7.) To accept the Dog Control Officer Report – Motion by Mike Armstrong, seconded by Vince Cartier. All in favor. Approved.
- (8.) To accept the Code Officer Report – Motion by Dean Fleury, seconded by Michael Armstrong. All in favor. Approved.

V. New Business

Pat Maguire, Sid G. Spear Insurance -- Pat Maguire was present for the meeting and requested some time with the Board to go over the insurance policy for the Town. Pat provided each board member with a folder with the policy limits and a copy of the declarations pages. He went through each item with the Board and addressed any questions that they may have regarding the policy limits. Our policy of insurance will be raised this year by \$84.00. An inspection will be held in the month of April of all the buildings and contents.

Rod Lauzon, Town Supervisor addressed the Board regarding the hill on State Route 37 in front of Shat’s Deli and MX Fuels. MX Fuels intends on putting in a larger propane tank. The Board held a discussion regarding sending a letter to New York State Department of Transportation on behalf of the Board requesting that they remove the hill. The Board agreed that a letter should be sent. Town Clerk Ann Brady was instructed by the Board to draft a letter and get it sent out on behalf of the Board.

Rod Lauzon, Town Supervisor opened the sealed bid from Northern Home Services for Lead Testing. The bid was to perform lead testing on approximately 18 homes. A motion was made by Robert Reynolds to accept Northern Home Services bid for Lead services, Vince Cartier seconded the motion. All in favor. Approved. The Town Clerk will notify Northern Home Services of the Board's approval.

VI. Adjournment

Rod Lauzon, Town Supervisor adjourned the meeting at 7:50 p.m. Motion by Michael Armstrong, seconded by Vince Cartier. All in favor. Approved.

The next meeting of the Town Board is scheduled for May 11, 2015 at 6:30 p.m.

Minutes submitted by: Ann F. Brady, Town Clerk

Minutes approved by:

Rod Lauzon

Vince Cartier

Michael Armstrong

Robert Reynolds

Amendment:

Approval was granted for \$1,500⁰⁰ increase each year for the next 3 years for the Westville Fire Department. Motion by Michael Armstrong, seconded by Robert Reynolds. All in favor. Approved.