

Town of Westville Meeting Minutes

August 15, 2022

I. Call to order

The regular meeting was opened by Supervisor Rodrigue Lauzon at 6:30 p.m. at the Westville Town Hall with the Pledge of Allegiance.

II. Roll call

Town Clerk, Ann Brady, conducted a roll call.

PRESENT: Supervisor Rodrigue Lauzon
Deputy Supervisor Brenda St. Hilaire
Council person Michael Armstrong
Council person Robert Reynolds
Code Officer Robert Crossman
Highway Superintendent Kevin Nichols

ABSENT: Council person Dean Fleury and Dog Control Officer Kim Barcomb

ALSO PRESENT: Kathy Nichols, Norm Bonner and Hon. Scott Brady

III. Approval of minutes from last meeting

The regular meeting minutes were presented to the Board for the Public Hearing and regular meeting that were held on July 11, 2022; the minutes were submitted to the Town Board by the Town Clerk; the Town Board having reviewed the minutes prior to the meeting; a motion was made by Brenda St. Hilaire to accept the July Public Hearing minutes and regular meeting minutes as presented, seconded by Michael Armstrong. Unanimously approved.

IV. Open issues and Reports

Code Officer's Report – A written report was provided to the Board by Bob Crossman. The Code office approved 4 Building Permits, 2 Burn Permits, 1 Septic Tank Permit and issued 1 Certificate of Occupancy. He performed 18 construction inspections and took in \$180.00 for the month of July.

Westville Fire Department – Norm Bonner addressed the Board to update them on the billing. Per policy, it is recommended that a Board Resolution be drafted and approved. WVFD Board met at the end of July to discuss membership. They currently have 37 on the roster and only 20% are active members. They are changing the by-laws to reflect the change in membership. Some members reside outside of the Town limits. We are short on EMTs.

Hon. Scott Brady – Justice Court is applying for a grant. Looking for: new carpet for the Town Hall, chair for the Court Clerk, moving the cameras out of the Town Clerk's Office into the Court Clerk's Office, Bulletin Boards, Monitor for heat, potentially fixing the cement in front of the hall. Judge Brady needs a copy of the Court budget in order to finalize the grant.

Highway Superintendent's Report – Kevin Nichols provided the Board with an oral report. Kevin and his crew were busy changing out some culverts. There are still a few more to do this year. They are finished their second round of mowing. Putting up sand for the winter. Got

the Fay Road open again after the storm went through.

Town Clerk's Report – Town Clerk, Ann Brady provided the Town Board with a monthly report indicating that the Town Clerk's Office issued 18 dog licenses, 6 Death Certificates and 1 Marriage License. The total received by the Clerk's Office for the month of July was \$342.50; New York State Department of Agriculture and Markets received \$35.00; New York State Department of Health received \$22.50; and \$400.00 was paid to the Town of Westville, Town Supervisor.

The Records Management Grant is complete; the shelving units have been complete; and the shredding has been done.

Supervisor Report – Supervisor Lauzon presented the Board with the Town Supervisor's Report. Town council person, Dean Fleury, has submitted his resignation (with regrets). A motion was made by Brenda St. Hilaire, seconded by Robert Reynolds to accept Dean Fleury's resignation, with regrets. All in favor. Approved. The Board will begin looking for a replacement for Dean's position.

Franklin County Legislature sent a Memo regarding a Public Hearing for Landowners requesting inclusion into the Franklin County Agricultural District. The hearing will be held on August 4th at 10:30 a.m.

The new Town Hall needs to be cleaned. Rod mentioned trying to reach Garland Parent to clean it. Alex Charland installed the lines for Spectrum. Septic replacement will wait until Spring.

Rabies Clinic at the end of September for the Town of Westville.

HUD Report – The CDBG report was presented by Supervisor Lauzon. Two new contracts were signed.

Budget Update by Rod Lauzon –

Town Supervisor Lauzon presented the Budget. The current account information is:

Account Information:	CLASS	Community Bank	Total
General	\$ 223,753.05	\$ 102,114.62	\$
Highway	\$ 144,717.17	\$ 122,692.31	\$
Reserve	\$ 131,851.00	\$	\$ 131,851.00
Trust & Agency		\$ 1,879.96	\$ 1,879.96
Total	\$ 500,321.22	\$ 226,686.90	\$ 727,008.12

Deposits

General:

Westville Town Court	\$1,866.00
Verizon Wireless	\$1,124.17

Highway:

Franklin County Snow and Ice Contract \$39,638.00

2023 Budget – Highway – increasing by \$3.0446; General – increasing by \$2.7402; and Fire District – increasing by \$1.1921.

General up .0816; Highway up .0124; and Fire District up .1506.

Motions:

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

V. Adjournment

Rod Lauzon, Town Supervisor adjourned the meeting at 7:33 p.m. Motion by Brenda St. Hilaire, seconded by Michael Armstrong. Unanimously approved.

The next regular meeting of the Town Board is scheduled for September 12, 2022 at 6:30 p.m.

Minutes submitted by: Ann F. Brady, Town Clerk

Minutes approved by:

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