

The meeting was called to order by Deputy Supervisor Viens at 3:00 p.m.

Members present on a roll call were:

Councilperson Brankman
Councilperson Kirkby
Councilperson Viens
Councilperson Morrison
Supervisor Tyler (excused)

Others present:

Dennie Westover, Highway Superintendent
Catherine L. Simmer, Town Clerk
Keven Severance

Councilperson Viens asked the Town Clerk to read aloud the advertisement for the Water/ Wastewater Assistant position and the name of the applicant. They will be setting interviews when Supervisor Tyler returns.

RESOLUTION #33
APPROVAL OF MINUTES

On a motion by Councilperson Viens, seconded by Councilperson Kirkby, and approved with an all in favor.

4 Ayes Brankman, Kirkby, Morrison, Viens
0 Nays

RESOLVED to accept the minutes of the January 11, 2022 regular meeting as received.

PUBLIC COMMENT: No public present.

YOUTH COMMISSION: The ice rink is open; people have been enjoying it. It seems a little smaller this year. It is easier to manage.

**RESOLUTION #34
APPROVAL OF BILLS**

On a motion by Councilperson Morrison, seconded by Councilperson Brankman, and approved with a roll call vote.

4 Ayes Brankman, Kirkby, Morrison, Viens
0 Nays

RESOLVED to authorize the payment of bills on Abstract #3 in the amount of \$85,151.83 for Vouchers 45-70.

**RESOLUTION #35
RETENTION AND DISPOSITION SCHEDULE**

On a motion by Councilperson Kirkby, seconded by Councilperson Brankman, and approved on a roll call vote.

4 Ayes Brankman, Kirkby, Morrison, Viens
0 Nays

RESOLVED to adopt the Retention and Disposition Schedule for the New York Local Government Records (LGS-1), issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein.

FURTHER RESOLVED, that in accordance with Article 57-A:

- (a) Only those records will be disposed of that are described in Retention and Disposition Schedule for New York Local Government Records (LGS-1), after they have met the minimum retention periods described therein;
- (b) Only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods.

DPW SUPERINTENDANT REPORT: The crew took a few more down trees from the watershed. The price for select wood has increased. Snow removal is going well and we are making repairs as needed. The wood stove is repaired as of today. We need to return the unused parts to be refunded. We are on our third delivery of salt. Dennie provided the board with a salt comparison from last year to this year. The water and sewer pick-up truck will be ready at the end of April. The new Wadhams wastewater UV treatment room is having a moisture problem. COUNCILPERSON MORRISON asked if this was an unforeseen problem? Dennie replied that it was not foreseen by the engineers. Flushable wipes are a huge problem for wastewater treatment plants. We really need to encourage residents not to use them. They clog the pipes and damage systems. John has reported that the Wadhams water is doing good since the leak has been repaired.

DEPUTY SUPERVISORS COMMENTS: I have the Annual Financial Report Update Document (AUD). This document is received by the Town Clerk and is open for review.

TOWN BOARD COMMENTS: The Town board would like to wish Dennie all the best and thanked him for his years of service to the Town of Westport.

RESOLUTION #36

ADJOURNMENT

On a motion by Councilperson Morrison and a unanimous second the meeting adjourned at 3:16 p.m.

4 Ayes Brankman, Kirkby, Morrison, Viens
0 Nays

Minutes respectfully submitted,

Catherine L. Simmer, Town Clerk