

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

Members present on a roll call were:

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

Others present:

Catherine L. Simmer, Town Clerk  
Dennie Westover, DPW Superintendent  
Jody Ross  
Rachel Dowty Beech  
Lynn Barrett

**RESOLUTION #63**  
**APPROVAL OF MINUTES**

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

4 Ayes Brankman, Kirkby Viens, Tyler  
0 Nays

**RESOLVED** to accept the minutes of the March 9, 2021 regular meeting as received.

**YOUTH COMMISSION:** Rachel Dowty Beech was present on behalf of the Westport youth Commission. She presented the board with preliminary results of the Summer Program Survey that had been sent out through the school. Supervisor Tyler informed the board that he has met with the Town Supervisors for Elizabethtown and Lewis again. They are all interested in running a combined summer program this year. They discussed a location and have decided Elizabethtown will be the best option. Details still need to be worked out. Councilperson Brankman asked the age group. Which is 1<sup>st</sup> to 6<sup>th</sup> grade. Councilperson Kirkby asked the hours for the program. The program will run from 8am to 4:30, Monday through Friday. Supervisor Tyler stated this is the time to hire and get staff trained. They are still waiting on the county for guideline and the county is waiting on the state. Hopefully they will have some direction soon. We would like to move forward with a combined program if the board is in agreement.

**RESOLUTION #64  
YOUTH COMMISSION COMBINED SUMMER PROGRAM**

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

4 Ayes      Brankman, Kirkby, Viens, Tyler  
0 Nays

**RESOLVED** to combine the Westport Summer Program with the Elizabethtown and Lewis Summer Programs.

**RESOLUTION #65  
APPROVAL OF BILLS**

On a motion by Councilperson Kirkby, seconded by Councilperson Brankman, and approved with a unanimous vote.

4 Ayes      Brankman, Kirkby, Viens, Tyler  
0 Nays

**RESOLVED** to authorize the payment of bills on Abstract 6 in the amount of \$40,352.86 for Vouchers 155-181.

**SUPERVISORS COMMENTS:** We will be supporting a spring clean up in town for Earth Day. The Town will provide a trailer at the back of the Town Hall to collect any trash collected from around town.

**RESOLUTION #66  
OPEN POSITIONS ON THE PLANNING BOARD AND ZONING BOARD**

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

4 Ayes Brankman, Kirkby, Viens, Tyler  
0 Nays

**RESOLVED** to place an ad in the paper to accept applications for vacant planning board and zoning board position.

**RESOLUTION #67**  
**ADK LAND TRUST APPROVAL**

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

4 Ayes Brankman, Kirkby, Viens, Tyler  
0 Nays

**RESOLVED** to approve the ADK Land Trust to move forward with a High Tunnel Greenhouse and small mobile home on the former Marsh Farm, located at 143 Napper Road in the Town of Westport.

**RESOLUTION #68**  
**ADK LANDFILL MONITORING CONTRACT**

On a motion by Councilperson Viens, seconded by Councilperson Brankman, and approved on a unanimous vote.

4 Ayes Brankman, Kirkby, Viens, Tyler  
0 Nays

**RESOLVED** to allow Supervisor Tyler to sign an agreement with Geoffrey May for Post-Closure Monitoring of the Town of Westport Landfill for a total 2021 cost of \$2195.00.

**DISCUSSION:** Lynn from the Westport Chamber of Commerce, Economic Development Committee was present to share information with the Board regarding a grant from The Northern Border Regional Commission. They would like to submit a Letter of Intent to apply for a grant. A lengthy discussion followed about different ideas to pursue the grant. The board decided they would like the committee to submit a Letter of Intent with the idea of installing Level 3 Car Chargers in Westport. This is not binding. The board will have the ultimate decision to accept or deny the grant if awarded to the Town.

**RESOLUTION #69**  
**NBRC GRANT LETTER OF INTENT**

On a motion by Councilperson Brankman, seconded by Councilperson Viens, and approved on an all in favor.

4 Ayes Brankman, Kirkby, Viens, Tyler  
0 Nays

**RESOLVED** to allow the Town of Westport to submit a Letter of Intent to the Northern Regional Commission for a grant application on behalf of the Westport Chamber of Commerce, Economic Development Committee.

**RESOLUTION #70**  
**CDBG APPLICATION SUBMISSION**

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

4 Ayes Brankman, Kirkby, Viens, Tyler  
0 Nays

**RESOLVED** that the Town Board of Westport has identified housing and assisting low/moderate income homeowners, as its most severe community development need, and **WHEREAS**, the proposed program area is hereby defined as having many substandard structures occupied by low/moderate income families, substandard is defined as:

A structure or dwelling unit which has one or more major structural defect, but can still be repaired for a reasonable amount

**WHEREAS**, the only affordable means of financing a program designed to meet these needs is to secure funding from the NYS Office of Community Renewal Community Development Block Grant Program.

**WHEREAS**, due to the sparsely populated character of the proposed program area with homes scattered over a large geographical area, a non-target methodology is to be employed to assist only low- and moderate-income persons.

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Westport authorizes Supervisor, Michael Tyler, to sign and submit an application to the NYS Office of Community Renewal for a community development program for housing rehabilitation and to act in connection with the submission of the application and to provide such additional information as may be required.

**BE IT FURTHER RESOLVED**, that the Housing Assistance Program of Essex County, Inc. will perform administrative services as a sub recipient for the Town of Westport.

**BE IT FURTHER RESOLVED**, that the Town of Westport is committed to affirmatively further fair housing within the town's jurisdiction, will substantially comply with all Federal, State, and local laws, rules, and regulations applicable in the effort of furthering fair housing, and names Anna Reynolds, Director of Community Resources

Department, Fair Housing Officer to be the primary point of contact for all fair housing related issues.

**BE IT FURTHER RESOLVED**, that the Town Board of Westport has adopted the following: Citizen Participation Plan, Residential Anti-Displacement and Relocation Assistance Plan, Excessive Force Policy, Lead Based Paint Plan, Drug-Free Workplace Program, and the Housing Rehabilitation Program Policy and Procedures, and that they are on file at the Town Hall.

**RESOLUTION #71  
WORKSITE SPONSOR**

On a motion by Councilperson Viens, seconded by Councilperson Brankman, and approved an all in favor vote.

4 Ayes Brankman, Kirkby, Viens, Tyler

0 Nays

**RESOLVED** to allow Supervisor Tyler to sign an agreement with the Essex County Department of Social Service for the Town of Westport Town Hall and Highway Department to be designated a worksite for TANF, Safety Net, and/ or SNAP recipients.

**RESOLUTION #72  
ADJOURNMENT**

On a motion by Councilperson Brankman, seconded by Councilperson Kirkby, and approved on an all in favor, the meeting adjourned at 4:10 p.m.

4 Ayes Brankman, Kirkby, Viens, Tyler

0 Nays

Minutes respectfully submitted,

Catherine L. Simmer, Town Clerk