

## **Minutes of the Regular Town of Westport Board Meeting on April 14, 2015**

The meeting was called to order by Supervisor Connell at 7:00 p.m.

The Assembly was led in the Pledge of Allegiance.

Members present on a roll call were:

Councilperson Page  
Councilperson Paquette  
Councilperson Viens  
Supervisor Connell  
Excused: Councilperson McCormick

Others present:

Julie Schreiber, Town Clerk  
George Hainer, Zoning & Codes Officer  
Dennis Westover, DPW Superintendent  
Elizabeth Lee, Youth Commission Director  
Richard Sherman, Juliann Sherman, James Herrmann, Steven Engelhart, Simone Stephens, Chris Maron, Bill Johnston, Meredith Johnston, Heather Reynolds, Alison Hain, Patricia French, Heidi Sweet, George Maffey, Barbara Breyette, Dick Fritz, Rick Rockefeller, Jeff Schwoebel, Fabienne Rossi, Emily Abruzzi, Sam Sherman, Derinda Sherman, Edward Cornell, Gerald Goulet, Kris Stephens, Lauren Sells Doyle, Marilyn Trienens, Cynthia Schira

### **COMMITTEE REPORTS**

**YOUTH COMMISSION** – Elizabeth Lee submitted a list of proposed summer staff. There is one change to the listing with Jesse Misarski taking the place of Samson Staats.

#### **RESOLUTION #74 YOUTH COMMISSION SUMMER STAFF**

On a motion by Councilperson Viens, seconded by Councilperson Page, and approved on a roll call vote.

4 Ayes      Page, Paquette, Viens, Connell  
0 Nays

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**RESOLVED** to hire the following staff for the 2015 Summer Youth Program:

Director: Vera Martin

Counselors: Tammy Clarke, Schylar Kurth, Ethan Markwica, Renee Reynolds,  
Jesse Misarski, and Severina Thorne

Counselor-in-Training: Sienna Fleury

**RESOLUTION #75**

**ELIZABETH LEE RESIGNATION**

On a motion by Supervisor Connell, with a unanimous second, Elizabeth Lee's resignation (effective May 4, 2015) was accepted with appreciation and thanks for all that she has done as head of the Youth Program.

Jeff Schwoebel thanked Elizabeth for doing an outstanding job. He would like to see the program continue in the same direction and is willing to help seek out a potential candidate to fill the position.

**BUILDING COMMITTEE –**

Supervisor Connell - gave a brief project update, stating that steps have been taken to secure the grant and to designate the supervisor as the contact person with grant administrators. The next step will be a hazardous materials test. He voiced concern on the possible affect that our historical properties (including the Heritage House and train station) could have on taxpayers and feels that health and safety is a priority. The DPW and Fire buildings don't meet codes and could be shut down any time by PESH. Accepting the Town Hall grant would make that building the priority. The DPW and Town Hall projects must both be funded from the general reserve fund.

Councilperson Page - stated that the \$680,000 project is a complete project that focuses on necessities like structural improvements, rewiring, and a new roof. She feels that the town can accomplish the project safely, leaving plenty of reserve funds for emergencies, and doubts getting another grant if this one is turned down.

Councilperson Paquette – doesn't think the project is possible for \$680,000.

Public Comment – Many attendees spoke in favor of the project, stating that the Town Hall is a focal point that needs to remain *in* town and that it's a stepping stone to starting other building projects. A few questions were asked, including whether or not in kind services may be used and if private funding can be raised. In kind services may be used, however four contractors are required and having one payee among volunteers would force the bid process. A group that is not associated with the Town may raise private funds for the project.

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**NEW COMMITTEE** – Bill Johnston submitted a letter with suggested names for a revised Town Hall Building Committee.

**RESOLUTION #76**  
**TOWN HALL BUILDING COMMITTEE**

On a motion by Councilperson Page, seconded by Councilperson Paquette, and approved on a roll call vote.

4 Ayes Page, Paquette, Viens, Connell  
0 Nays

**RESOLVED** to appoint the following members to the Town Hall Building Committee: Nancy Page, Steve Viens, George Hainer, Bill Johnston, Alan Hipps, Steve Engelhart, Schelly McKinley, and John McWilliam (when available).

**ATLANTIC TESTING** – Atlantic Testing Laboratories sent a cost estimate for tests and labor. Test results could go to proposal and then bidding, or be piggybacked onto the county abatement contract.

**RESOLUTION #77**  
**ATLANTIC TESTING PROPOSAL**

On a motion by Councilperson Paquette, seconded by Councilperson Viens, and approved on a roll call vote.

4 Ayes Page, Paquette, Viens, Connell  
0 Nays

**RESOLVED** to accept the March 26, 2015 proposal from Atlantic Testing Laboratories for an estimated cost of \$3,810.35.

**OLD BUSINESS**

**BICENTENNIAL** – Plans are moving along and the panels that are currently in the Town Hall will be moved soon. A letter was received from Heidi Sweet addressing the flagpole at the old school house. The board approved replacing the pole, and Dennie will work on how to best replace it.

**PLANNING BOARD** – Chris Maron provided an update. They are working with McGee's Towing to file for a special permit and are planning a site visit for Friday. A Verizon cell tower may be installed on Matt Foley's property and he sought the board's input on this. CATS will host a grand hike on May 9<sup>th</sup>.

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**TOWN BEAUTIFICATION** – The committee is still focusing on junk cars and has added to the list of possible offenders. A letter of complaint was received from Anne de la Chapelle, addressing junk cars on the west side of the train tracks. Dennie suggested the possibility of putting an ad in the newspaper about cleaning up the town for the Bicentennial celebration, which might prevent residents from feeling targeted. No decision was made on the matter.

**RESOLUTION #78**  
**ZBA APPOINTMENT**

On a motion by Councilperson Page, seconded by Councilperson Viens, and approved on a roll call vote.

4 Ayes Page, Paquette, Viens, Connell  
0 Nays

**RESOLVED** to appoint Jim Rule to the Zoning Board of Appeals for a term ending 12/31/2016.

**HERITAGE HOUSE CONTRACT** – A meeting will be held tomorrow.

**RESOLUTION #79**  
**HEALTH INSURANCE CONTRIBUTION**

On a motion by Councilperson Paquette, seconded by Councilperson Viens, and approved on a roll call vote.

4 Ayes Page, Paquette, Viens, Connell  
0 Nays

**RESOLVED** that effective January 1, 2012 all new employees enrolled in the Town's health insurance will pay 10% of the premium cost.

**RESOLUTION #80**  
**SICK LEAVE POLICY**

On a motion by Councilperson Viens, seconded by Councilperson Paquette, and approved on a roll call vote.

4 Ayes Page, Paquette, Viens, Connell  
0 Nays

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**RESOLVED** that the number of unused sick days which an employee may accumulate will be 165 days. Employees shall be entitled to count accumulated but unused sick leave as time worked for the purpose of retirement and section 41j of the New York State Retirement System shall apply.

**RESOLUTION #81**  
**STANDARD WORK DAY**

On a motion by Councilperson Viens, seconded by Councilperson Paquette, and approved on a roll call vote.

4 Ayes Page, Paquette, Viens, Connell  
 0 Nays

**RESOLVED** that the Town of Westport hereby established the following standard work days for these titles and will report the official to the New York State and Local Retirement System based on time keeping system records or their record of activities:

Title	Name	Social Security Number  (Last 4 digits)	Registration Number	Standard Work Day  (Hrs/day)	Term Begins/Ends	Participates in Employer's Time Keeping System  (Y/N)	Days/Month  (based on Record of Activities)
<b>Elected Officials</b>							
<b>Town Justice</b>	William LaHendro		3613016	6	1/1/2012-12/31/15	N	In process of recording
<b>Appointed Officials</b>							
Youth Comm. Director	Elizabeth Lee		50066851	6	1/1/2015-12/31/2015	N	5.67
DPW Superintendent	Dennis Westover		34736207	8	1/1/2015-12/13/2015	Y	N/A
Codes Officer	George Hainer		38898177	8	1/1/2015-12/31/2015	N	20

**TOWN CLERK'S REPORT** – The Supervisor is in receipt of the Town Clerk's March report and supporting documents.

**RESOLUTION #82**  
**APPROVAL OF BILLS**

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On a motion by Councilperson Viens, seconded by Councilperson Paquette, and approved on a roll call vote.

4 Ayes Page, Paquette, Viens, Connell  
0 Nays

**RESOLVED** to authorize the payment of bills on Abstract 4A in the amount of \$109,988.40 for Vouchers 2015-211 through 2015-251.

**RESOLUTION #83**  
**MINUTES MARCH 24, 2015**

On a motion by Councilperson Page, seconded by Councilperson Viens, and approved on a roll call vote.

**RESOLVED** to accept the minutes of the March 24, 2015 Regular Town Board Meeting with a correction to the roll call vote of Resolution #66. Councilperson Paquette's vote will now read "nay".

**AUDIT** – A few issues have come up with the audit. There is too much money in the reserve funds, a resolution setting rates for Sewer One cannot be found, and the change between fuel companies didn't go to bid (this was due to an issue with running out of fuel with the previous contractor).

**DPW SUPERINTENDENT REPORT –**

**RESOLUTION #84**  
**HIGHWAY SCHOOL TRAINING**

On a motion by Supervisor Connell, seconded by Councilperson Viens, and approved on a roll call vote.

4 Ayes Page, Paquette, Viens, Connell  
0 Nays

**RESOLVED** to authorize Dennie Westover to attend Ithaca College Highway School from June 1-3.

More pea stone gravel will be needed at the park, per last week's inspection. Two older reed beds have been covered. Street sweeping will begin soon. Dennie will be taking a vacation from May 8-18. He received a quote for verifying the voltage on ten sewer pumps.

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**RESOLUTION #85**  
**ACE ELECTRIC CONTRACT**

On a motion by Councilperson Paquette, seconded by Councilperson Viens, and approved on a roll call vote.

4 Ayes Page, Paquette, Viens, Connell  
0 Nays

**RESOLVED** to enter into a contract with Ace Electric for approximately \$780.

**SUPERVISOR COMMENTS** – A letter was received from Real Property Tax Services, inviting Board of Assessment members to a training class. National Grid service charges will continue to be estimated, rather than reading each individual meter.

**RESOLUTION #86**  
**ADJOURNMENT**

On a motion by Councilperson Paquette, with a unanimous second, the meeting was adjourned at 9:07 p.m.

Minutes respectfully submitted,

Julie Schreiber, Town Clerk