TOWN BOARD MEETING
Town of Westfield
October 7, 2026

PUBLIC HEARING
Town of Westfield
Special Use Permit Application at 8584 Pigeon Road for a carport for recreational vehicle storage

Supervisor Bills called the public hearing to order at 7:20pm in Eason Hall North Room, 23 Elm Street, Westfield, NY, with the following members and guests present:

Supervisor:	Martha R. Bills	Guests:	Carol Korinek	Ashley Syper
Councilmember:	David Brown		Tristan Borckstrom	Gwen Syper
	David Spann		Ivy Brewer	Sandra Brown
	James Herbert		Judy Einach	Bonnie Rae
Absent:	William Northrop		Don McCord	Norman Schultz
			Gail Gray	Tom Herr

Code Officer: Kenneth Shearer
Assessor: Kenneth Shearer
Highway Superintendent: David Babcock
Deputy Highway Superintendent: Mark Johnson
Town Attorney: Joel Seachrist
Town Clerk: Andrea L. Babcock

Supervisor Bills opened the public hearing to discuss the special use application. The applicant was not present; Code Enforcement Officer Shearer gave an overview of the application. Neighbors were sent letters. No concerns were received. The applicant reached out to the neighbors and the neighbors had no concerns.

The Legal notice was posted in the Dunkirk Observer, and Town Clerks sign wall of the Public Hearing.

Supervisor Bills received a letter from the Town Planning Board for Town Board approval and had no concerns.

No comments from the public.

Supervisor Bills made the motion to move that the public hearing be closed at 7:23pm. Councilmember David Brown seconded the motion. Motion carried.

Respectfully submitted,
//original signed//
Andrea L. Babcock, Town Clerk

TOWN BOARD MEETING
Town of Westfield
October 7, 2026

PUBLIC HEARING
Town of Westfield
Sherman Fire Protection District

Supervisor Bills called the public hearing to order at 7:25pm in Eason Hall North Room, 23 Elm Street, Westfield, NY, with the following members and guests present:

Supervisor:	Martha R. Bills	Guests:	Carol Korinek	Ashley Syper
Councilmember:	David Brown		Tristan Borckstrom	Gwen Syper
	David Spann		Ivy Brewer	Sandra Brown
	James Herbert		Judy Einach	Bonnie Rae
Absent:	William Northrop		Don McCord	Norman Schultz
			Gail Gray	Tom Herr

Code Officer: Kenneth Shearer
Assessor: Kenneth Shearer
Highway Superintendent: David Babcock
Deputy Highway Superintendent: Mark Johnson
Town Attorney: Joel Seachrist
Town Clerk: Andrea L. Babcock

Public Hearing was held to hear all persons regarding the proposed Sherman Fire Protection District budget of $12,280.05 for 2027. This is a 5% increase from the previous year.

Proof of Publication of the public hearing from the Town Clerk was available.

Sherman contracts with Chautauqua, Mina, and Westfield. Costs continue to increase for fire equipment. Deputy Supervisor Brown thanked the Sherman Fire Protection District for their service.

The agreement amount will be paid from the fire protection district which will be assessed and levied upon the property in the fire district and collected with the Town and County Taxes of the Sherman fire district properties.

No comments were made.

Supervisor Martha Bills made the motion to move that the public hearing be closed at 7:33pm. Seconded by Councilmember David Spann and carried unanimously.

Respectfully submitted,
//original signed//
Andrea L Babcock, Town

TOWN BOARD MEETING
Town of Westfield
October 7, 2026

PUBLIC HEARING
(Westfield Fire Protection District)

Supervisor Bills called the public hearing to order at 7:25pm in Eason Hall, 23 Elm Street, Westfield, NY, with the following members and guests present:

Supervisor:	Martha R. Bills	Guests:	Carol Korinek	Ashley Syper
Councilmember:	David Brown		Tristan Borckstrom	Gwen Syper
	David Spann		Ivy Brewer	Sandra Brown
	James Herbert		Judy Einach	Bonnie Rae
Absent:	William Northrop		Don McCord	Norman Schultz
			Gail Gray	Tom Herr

Code Officer: Kenneth Shearer
Assessor: Kenneth Shearer
Highway Superintendent: David Babcock
Deputy Highway Superintendent: Mark Johnson
Town Attorney: Joel Seachrist
Town Clerk: Andrea L. Babcock

Supervisor Bills explained that the Public Hearing was being held to hear all persons regarding the proposed Westfield Fire Protection District budget contract. Chief David Walker was present. The total amount of the contract is $76,107.21. The amount includes the prorated share of the fire department's expenditures and payment number 5 for the ambulance.

Supervisor Bills provided a brief description of the budget highlighting that as always, this expense is split with the Village based on a ratio of land value and actual department costs.

Proof of Publication of the public hearing from the Town Clerk was available.

No comments were made.

Supervisor Martha Bills made the motion to move that the public hearing be closed at 7:33pm. Seconded by Councilmember David Spann and carried unanimously.

Respectfully submitted,
//original signed//
Andrea L. Babcock, Town Clerk

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TOWN BOARD MEETING
Town of Westfield
October 7, 2026

The regular meeting of the Town Board of the Town of Westfield was called to order at 7:33pm in Eason Hall, 23 Elm Street, Westfield, NY, with the following members:

Supervisor:	Martha R. Bills	Guests:	Carol Korinek	Ashley Syper
Councilmember:	David Brown		Tristan Borckstrom	Gwen Syper
	David Spann		Ivy Brewer	Sandra Brown
	James Herbert		Judy Einach	Bonnie Rae
Absent:	William Northrop		Don McCord	Norman Schultz
			Gail Gray	Tom Herr

Code Officer: Kenneth Shearer
Assessor: Kenneth Shearer
Highway Superintendent: David Babcock
Deputy Highway Superintendent: Mark Johnson
Town Attorney: Joel Seachrist
Town Clerk: Andrea L. Babcock

Pledge of Allegiance

Supervisor Bills introduced CPL Engineer David Hardenbrook. David Hardenbrook gave a project update for E Route 5 Water Benefit District NO.2 and provided the Board with a packet for West Main water for the board to consider. The next step will be a survey and an informational meeting for the West Main residents.

Councilmember James Herbert made the motion to waive the reading of September 2, 2026, Town Board meeting minutes and September 16th and September 23rd, 2026, Special Meeting Minutes- Budget Workshop inasmuch as all members received a copy thereof and the minutes be accepted. Councilmember David Spann seconded the motion. The motion was carried unanimously.

Reports:

The Supervisor's September monthly report was distributed and accepted as submitted including up to date spending and revenues on all accounts. All board members have received a copy, and the monthly report is always available in the Supervisor's office for anyone to view. The Supervisor's office is working on the 2027 preliminary budget, and a 2025 federal audit was completed and submitted for East Route 5 Water Benefit District No. 2 by Doeren Mayhew.

The Town Clerk's report together with a check(s) in the amount of $10,.138.75 representing fees for the month of September 2026 is turned over to the Supervisor. A check for $67.50 representing fees for the month of September to NYS Department of Health for Marriage Licenses. The amount of $36.00 has been turned over to NYS Department of Agriculture and Markets. NYS Decals licenses in the amount of $2,894.10 will be withdrawn on the 13th. The Town's commission from the August sales of decals transactions was $168.90.

- The Dog Warden's report for the month of September 2026 was not received.
- The Town Historian report for the month of September 2026 was received and placed on file in the Town Clerk's office.

- Westfield Fire Department report for the month of September 2026 was received and placed on file in the Town Clerk's office. Chief David Walker gave an overview of the report.
- The Town Court report for September 2026 was received and placed on file in the Town Clerk's office.
- Chief Erik Karlstrom gave an overview of the September 2026 WPD report.

Highway:
Highway Superintendent's September 2026 report was received and placed on file in the Town Clerk's office.

Code Enforcement/Assessor:
The Code Enforcement Officer's September 2026 report was received and placed on file in the Town Clerk's office. The report highlighted the permits issued and daily tasks, continuous ongoing education for code enforcement and assessor training, working with property owners, attending meetings and webinars.

Barcelona Harbor:
- Harbor is closed for the season.
- Army Corp of Engineers award contracts and permits are submitted for the 2027 breakwall project.

Public Comment:
- None

Announcements:
- 2026 Fall Planning & Zoning Training
- General Election- November 3, 2026
- School Tax Collection October 3, 2026-November 3, 2026 – 2% penalty phase.

Project Updates:
- East Route Water Benefit District No. 2. Final walk through with Engineers and Town Board members was held. Residents are connecting to the water line.
- The Town Highway department worked on the sidewalks for the Barcelona Gateway project.
- Barcelona Beach Waterfront Park Project discussed the proposed plans revised with public feedback.
- Supervisor Bills discussed LWRP progress.

New Business:

Councilmember David Brown made a motion to set a public hearing for the Preliminary Budget for November 4, 2026, at 7:20pm. Seconded by Councilmember David Spann and carried unanimously.

Councilmember David Brown made a motion to set a public hearing for the Special assessment Roll for Improvement Districts for November 4, 2026, at 7:25pm. Seconded by Councilmember James Herbert and carried unanimously.

New Business:

Councilmember David Spann offered the following resolution and moved for its adoption

Resolution No. 73 of 2026
Town of Westfield
Negative Declaration-8584 Pigeon Rd-Nicholas Perkins

WHEREAS, the Town Board of the Town of Westfield is considering the application of Nicholas Perkins for a Special Use Permit allowing him to install and use a 45' x 46' carport at 8584 Pigeon Road, which is designated as tax map Section 259.00, Block 2, Lot 18, and

WHEREAS, the use has been subject to environmental review pursuant to Article 8 of the New York State Environmental Conservation Law (State Environmental Quality Review Act), including the preparation and review of a short Environmental Assessment Form, and

WHEREAS, Part 617 of the implementing regulations pertaining to the State Environmental Quality Review Act requires this Board to determine and give notice of the environmental impact of the use, and

WHEREAS, the Board has determined that proposed use will not have a significant environmental impact

NOW, THEREFORE, BE IT RESOLVED, that the Town Board hereby issues the attached Notice of Determination of Non-Significance, also known as a Negative Declaration, for the application of Nicholas Perkins.

This was seconded by Councilmember James Herbert. Voting was as follows: Supervisor Martha Bills, aye; Councilmember David Brown, aye; Councilmember David Spann, aye, Councilmember James Herbert, aye.

Councilmember David Spann offered the following resolution and moved for its adoption

Resolution No. 74 of 2026
Town of Westfield
SPECIAL USE PERMIT
8584 Pigeon Road-Nicholas Perkins-carport for recreational vehicle storage

Action of the Board:
To consider the application of Nicholas Perkins for a Special Use Permit to install a 45' x 46' carport for recreational vehicle storage at 8584 Pigeon Road, Westfield, New York 14775, which is designated as Section 259.00, Block 2, Lot 18 on the Chautauqua County tax map, and located in the Residential-Agricultural (R-A) District.
WHEREAS, Nicholas Perkins (hereinafter, the "Applicant"), owner of the premises, of 1519 Horse Thief Run Road, Wellsboro, Pennsylvania 16901, submitted an application filed August 6, 2026 requesting a Special Use Permit allowing him to install and use a 45' x 46' carport at 8584 Pigeon Road for recreational vehicle storage on the existing concrete pad at the front of the property; and
WHEREAS, the Town of Westfield Planning Board reviewed the application during a meeting held September 9, 2026, and recommended approval of the application; and
WHEREAS, the issue of compliance with the State Environmental Quality Review Act has been thoroughly addressed, and a negative declaration was issued after examination of the record and the public hearing held October 7, 2026; and
WHEREAS, the Town Board has considered all the facts and papers before it, including the special use permit application, the building/zoning permit application, and the plot plan, and has heard those wishing to be heard at a public hearing held October 7, 2026, and thereafter at the same meeting finds ample justification to approve the application subject to the qualifications hereinafter set forth;

NOW, THEREFORE, BE IT RESOLVED, that the application to install and use a 45' x 46' carport for recreational vehicle storage at 8584 Pigeon Road, Westfield, New York, be and hereby is authorized and approved subject to the conditions and requirements hereinafter set out:

1. The Applicant shall undertake the project in accordance with the plans and descriptions submitted to the Town with the application and agrees to be bound by the terms of the application and any conditions of this permit, which are as follows:

    a. The carport shall be used for recreational vehicle and personal storage only. No living quarters are permitted.

2. This permit shall not be assigned or transferred, in whole or in part, without the prior written consent of the Town.

3. This permit shall expire automatically if the use is not begun by October 7, 2027.

4. This permit shall become effective after the Applicant approves each and every provision hereof and agrees to be bound by all of the terms herein contained in consideration of the granting of this special permit.

This was seconded by Supervisor Martha Bills. Voting was as follows: Supervisor Martha Bills, aye; Councilmember David Brown, aye; Councilmember David Spann, aye, Councilmember James Herbert, aye.

Councilmember James Herbert offered the following resolution and moved for its adoption

Resolution No. 75 of 2026
Town of Westfield
Authorization for Supervisor to sign the 2027 Sherman / Westfield Fire Protection Contracts.

RESOLVED, the Town Board of the Town of Westfield hereby authorizes the Town Supervisor to sign the 2027 contracts for the Sherman and Westfield Fire Protection Districts.

This was seconded by Councilmember David Spann. Voting was as follows: Supervisor Martha Bills, aye; Councilmember David Brown, aye; Councilmember David Spann, aye, Councilmember James Herbert, aye.

Councilmember David Spann offered the following resolution and moved for its adoption

Resolution No. 76 of 2026
Town of Westfield
Set Budget Workshop Date and Time

BE IT RESOLVED, the Town Board of the Town of Westfield set a budget workshop to discuss 2027 budget on October 21, 2026, at 3:30pm.

This was seconded by Councilmember David Brown. Voting was as follows: Supervisor Martha Bills, aye; Councilmember David Brown, aye; Councilmember David Spann, aye, Councilmember James Herbert, aye.

Councilmember David Spann offered the following resolution and moved for its adoption

Resolution No. 77 of 2026
Town of Westfield
ROUTE 5 WD #2 PROJECT
PROJECT BUDGET MODIFICATIONS

WHEREAS, the Town of Westfield has received funding from Rural Development for their Route 5 WD #2 Project ("Project"); and

WHEREAS, the Town Board wishes to adjust project budget items to more accurately reflect actual costs and;

WHEREAS, Rural Development requires the Town Board to authorize all changes to the Administrative Budget as shown on the Form E; NOW, therefore be it

RESOLVED, that the Town Board of the Town of Westfield authorizes the following Budget modifications for the Project:

1.	Net Interest	Increase of	$5,194.28

I, Andrea Babcock, Town Clerk of the Town of Westfield, do hereby certify that the aforementioned resolution was adopted by the Town Board of the Town of Westfield on October 7, 2026, by the following vote:

This was seconded by Councilmember James Herbert. Voting was as follows: Supervisor Martha Bills, aye; Councilmember David Brown, aye; Councilmember David Spann, aye, Councilmember James Herbert, aye.

Councilmember James Herbert offered the following resolution and moved for its adoption

Resolution No. 78 of 2026
Town of Westfield
Change Order No. 5 for East Route 5 Water Benefit District No.2

RESOLVED, The Town Board of the Town of Westfield hereby accepts Change Order No.5 for ER5WBD #2 water project. This change order includes the Bournes Creek Crossing Repairs to reinforce the creek trench in the amount of $38,000.00 for work to be completed by the contractor DJM, which was not included in the initial scope. This has been approved by RD.

This was seconded by Councilmember David Brown. Voting was as follows: Supervisor Martha Bills, aye; Councilmember David Brown, aye; Councilmember David Spann, aye, Councilmember James Herbert, aye.

Councilmember David Spann offered the following resolution and moved for its adoption

Resolution No. 79 of 2026
Town of Westfield
Authorize Form E Request No. 15 for East Route 5 Water Benefit District No.2

BE IT RESOLVED, The Town Board of the Town of Westfield hereby authorizes Form E #15 - Rural Development Budget / Cost Certification, tabulation sheets and project related services to date for East Route 5 Water Benefit District No. 2.

This was seconded by Councilmember James Herbert. Voting was as follows: Supervisor Martha Bills, aye; Councilmember David Brown, aye; Councilmember David Spann, aye, Councilmember James Herbert, aye.

Councilmember David Brown offered the following budget revision No. 7 of 2026 and moved for its adoption;

Subject: Budget Revision #7 for Budget Year 2026		
Revision Description	Decrease	Increase
To move $680.24 from Contingent account A1990.400 to the Records Mgmt Contra Expend Contractual Account A1460.400 to cover the budget line	Expenditures	Expenditures
Budget Journal		
A Fund (General Fund - Townwide		
A 1990.400 Contingent Account DR	925.24	
A 1460.400 Records Mgmt Contr Expend CR		925.24
Total A Fund	925.24	925.24
Revision Description	Decrease	Increase
To move $6,239.89 from A fund balance A 599 to A7180.411 Parks & Recreation - Contra Gateway Grant Accout for JMI Invoice 166780 for $386.89, JMI Invoice 167020 for $350.00, JMI Invoice 167930 for $1,428.00	Expenditures	Expenditures
JMI Invoice 167617 for $513.00 & JMI Invoice 168538 for $3,562.00. The Town Received $22,000.00 From The County of Chautauqua IDA For The Barcelona Gateway Grant in 2023		
The Revenue From The Chautauqua County IDA Dropped To A Fund Balance in 2023.		
Budget Journal		
A Fund (General Fund - Townwide)		
A 599 Appropriated Fund Balance DR	6,239.89	
A 7180.411 Parks & Recreation - Contractual Barcelona Gateway Grant CR	.	6,239.89
Total A Fund	6,239.89	6,239.89
Revision Description	Decrease	Increase
To move $331.61 from A7180.400 Parks & Recreation-Contractual account to cover the A7180.100 Parks & Recreation Presonal Services Account For The Final Payroll For the Pier For The Season of 2026	Expenditures	Expenditures
Budget Journal		
A Fund (General Fund - Townwide		
A 7180.400 Parks & Recreation - Contractual DR	331.61	
A 7180.100 Parks & Recreation - Personnel Services CR		331.61
Total A Fund	331.61	331.61

This was seconded by Councilmember David Spann. Voting was as follows: Supervisor Martha Bills, aye; Councilmember David Brown, aye; Councilmember David Spann, aye, Councilmember James Herbert, aye.

At 8:26pm Supervisor Bills moved and Councilmember David Brown seconded a motion to audit the bills.

Warrants dated October 7, 2026 (voucher #'s 570-644) in the amount of $104,865.87 drawn on the following funds:

General (A)	$	74,347.38
General (A)	$	675.22
General (B)	$	206.40
Highway (DA)	$	13,083.21
Highway Part-Town (DB)	$	16,190.30
Forest Park Sewer (SS1)	$	354.74
Route 5 Water District Forest Park (SW1)	$	0.61
Route 5 Water District Edge Water (SW2)	$	0.61
North Town Water-Shorehaven (SW3)	$	4.94
North Town Water-Barcelona (SW5)	$	1.22
North Town Water-Shorehaven II (SW6)	$	0.61
East Route 5 District #1 (SW8)	$	0.61
East Route 5 District #2 (SW9)	$	0.63

Warrants dated October 7, 2026 (voucher # 29) in the amount of $11,393.94 drawn on the following funds:

Route 5 Water Benefit District-2 (H9)	$11, 393.94

These were presented and audited by the board members. Supervisor Martha Bills moved and Councilmember David Brown seconded a motion that the Supervisor be directed to draw the necessary checks to cover the warrant as audited. Voting was as follows: Supervisor Martha Bills, aye; Councilmember, David Brown, aye; Councilmember David Spann, aye, Councilmember James Herbert, aye.

At 8:33pm Supervisor Martha Bills moved, and Councilmember David Spann seconded a motion to move to executive session to discuss a particular personnel history and current litigation with the Town Attorney. Unanimously carried.

At 9:00pm Supervisor Martha Bills moved, and Councilmember David Brown seconded a motion to return to regular session**.** Unanimously carried.

There being no further business at 9:00pm Supervisor Martha Bills moved, and Councilmember David Brown seconded a motion to adjourn. Unanimously carried.

Respectfully submitted,
// original signed //
Andrea L Babcock, Town Clerk