

**WEST SENECA TOWN OFFICES**  
1250 Union Road  
West Seneca, NY 14224

**TOWN BOARD PROCEEDINGS**  
**Work Session**  
**January 11, 2016**

Supervisor Meegan called the work session to order at 3:00 P.M. with the Pledge of Allegiance to the Flag led by Mary Josefiak.

**ROLL CALL:** Present - Sheila M. Meegan Supervisor  
Eugene P. Hart Councilman  
William P. Hanley Jr. Councilman  
John Fenz Town Attorney  
Jacqueline A. Felser Town Clerk  
Matthew D English Highway Sup't.  
John Gullo Code Enforcement Officer  
Daniel Denz Police Chief  
Steven Tanner Town Engineer  
Mary Josefiak Senior Recreation Therapist of  
Senior Services  
Lauren Masset Youth Service Coordinator

Supervisor Meegan read the Fire Prevention Code instructing the public where to exit in case of a fire or an emergency.

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**TR CASSAMENTE, JOHN W DANFORTH**

- Addendum to energy performance contract for the library
  - ✓ adding energy cost saving changes including water conservation, windows, roofing, lighting, etc.
  - ✓ contract will change from \$3.8 million to \$5.275 million - budget neutral in that energy savings gained from improvements along with the street lights will result in less money being paid to utility companies; cost savings are guaranteed
  - ✓ work outlined in addendum will not be done if library project does not proceed
  - ✓ project costs to be presented to Town Board in the next month, including a breakdown of funding (grants, energy project savings and possibility of bonding); town will have to ask for an extension on groundbreaking for secured grants
- Street light project
  - ✓ anticipated start date the end of January with completion the end of summer
  - ✓ town will own all but approximately 5 percent that are owned by National Grid
  - ✓ Engineering Department will have a spreadsheet that identifies ownership of street lights
  - ✓ Highway Department is currently preparing a list of streetlights that are out or flickering in order to have them repaired by the utility company before the town takes over ownership

**CODE ENFORCEMENT OFFICER JOHN GULLO**

- Meeting this week with Gerald Hathaway from Chamber of Commerce
- Supervisor Meegan commented on the work of Doug Busse on vacant homes and recited a number of homes that have been sold

**TOWN CLERK JACQUELINE FELSER**

- Tax bills are being mailed Tuesday, January 12<sup>th</sup>, with a due date of February 16<sup>th</sup>
- Cashier position is being added to replace Senior Clerk Typist position; Cashier title more accurately reflects job duties

**TOWN ATTORNEY JOHN FENZ**

- Proposed local laws – amendments to existing codes relative to fees; codifying procurement policy; adding additional administrative fees in Code Enforcement

**YOUTH SERVICE COORDINATOR LAUREN MASSET**

- Registration for winter youth basketball clinic and new Little Rascals program is currently taking place; registration forms can be found online or in the recreation office
- Registration for Summer Day Camp for residents will begin February 1, 2016; non-residents can begin to register March 1, 2016
- Discussion regarding food trucks and parking for Girls Softball World Series event at Sunshine Park; no food trucks will be at the park, but there is currently talk about them being located at VFW Post 8113; NYS is willing to allow parking on state property

**COUNCILMAN HANLEY**

- Utility committee met and Steve Amoia has begun going through town buildings to test phone lines

**COUNCILMAN HART**

- Meeting Wednesday with engineering and architect on library project; over \$2 million grant funding for project so far and will be meeting with Grantwriter Connie Miner for additional grant funding; also looking for private funding

**SUPERVISOR MEEGAN**

- Spot coffee is coming to West Seneca on Union Road
- New signs for Sunshine Park and Harlem Road Park are being ordered from Trophy's Trophy's and will acknowledge proper officials and organizations involved in development of these parks; cost is \$4130; ribbon cutting to be held May 1st

**EXECUTIVE SESSION**

Motion by Supervisor Meegan, seconded by Councilman Hanley, to recess to Executive Session at 3:40 P.M. to discuss four employee issues.

Ayes: All

Noes: None

Motion Carried

The board members returned from executive session at 4:55 P.M.

The work session concluded at 4:55 P.M.

  
**JACQUELINE A FELSER, TOWN CLERK**