

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

**TOWN BOARD PROCEEDINGS**  
**Work Session**  
**July 8, 2013**

Supervisor Meegan called the work session to order at 3:00 P.M. with the Pledge of Allegiance to the Flag led by Town Clerk Jacqueline Felser.

**ROLL CALL:** Present - Sheila M. Meegan Supervisor  
Eugene P. Hart Councilman  
John F. Rusinski Councilman  
Shawn P. Martin Town Attorney  
Jacqueline A. Felser Town Clerk  
Matthew D. English Highway Supt.  
Daniel Denz Police Chief  
Laura Landers Finance Director  
Richard Henry Town Engineer  
Jason Foote Town Engineer  
Mary Josefiak Senior Services Director  
Kandace Wittmeyer Assessor  
Dale J McCabe Town Justice

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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**TOWN JUSTICE DALE MCCABE**

- Effective July 1, 2013 West Seneca Town Court will be accepting payments online or over the phone through Ncourt. Defendants will be required to pay a convenience fee directly to Ncourt at no cost to the town. Service cannot be used for parking tickets; will be beneficial to out-of-state people that receive tickets.
- State will be assessing a mandated surcharge on all violations; information will be updated and available on the town's website.

**ASSESSOR KANDACE WITTMAYER**

- Everyone with basic STAR will be contacted by NYS to recertify and they must reply to Albany. Information will be posted on the town's website along with a press release from the State.

**SENIOR RECREATION THERAPIST OF SENIOR SERVICES MARY JOSEFIAK**

- Parking lot has been striped.
- Discussion on smokeless cigarettes – Questions as to whether electronic cigarettes are allowed. Town Attorney Shawn Martin stated our local ordinance talks only about tobacco and tobacco products. He is unaware as to how the FDA categorizes them and suggested the town follow the lead of NYS. Supervisor Meegan suggested a designated smoking area be provided until this issue is resolved.

- A substitute is needed for the senior fitness center. Recommended appointment of Brian Osieja who previously worked in this position. Will advertise on website for sub for the future.
- Councilman Hart received calls about condition of ladies restroom at senior center. Mrs. Josefiak responded the bathroom has been painted, however toilets are lower than seniors would like. Highway Supt. Matthew English stated replacing toilets will cost approximately \$60,000. Supervisor Meegan mentioned the possibility of grant funding.

**TOWN CLERK JACQUELINE FELSER**

- EZ-Passes are available for \$25 – can be used immediately and need to be registered within 48 hours of first use.

**HIGHWAY SUP'T. MATTHEW ENGLISH**

- Union road on ramp for Route 400 to the I-90 is closed.
- Councilman Rusinski reported a street light out at 110 Crofton Drive.

**CHIEF DENZ**

- Discussion on Police Expansion Project – broke ground and started abatement work; estimated completion date of 12/31/2013. Supervisor Meegan stated 1<sup>st</sup> construction meeting was held last week; Town Attorney's office will be relocated to Burchfield Center due to construction.
- Police Department is being highly recommended for reaccreditation.

**TOWN ATTORNEY SHAWN MARTIN**

- Solid waste disposal contract – Modern Landfill is lowest cost per ton when all components such as mileage and tolls are factored in; bid to be awarded at Town Board meeting. Supervisor Meegan commented on the good relationship the town had with Waste Management.

**FINANCE DIRECTOR LAURA LANDERS**

- Discussed proposal from JP Morgan Chase for commercial card program. Received clarification regarding rebate rates; the sooner you pay, the higher the rebate. Top 8 vendors are over a million dollars. Discussed payment agreements, methods and how rebates will be affected.
- Discussed hiring an intern to update the town's website; UB student up-to-date on latest technology. Councilman Hart suggested leasing computers and replacing every three years. Discussed benefits of having an IT Department.

- Met with Rick Henry and Jason Foote to discuss the process of the benefit basis budgets (sewer, lighting, water); have questions for Wayne Drescher. Preparing power point presentation containing five years of financial information and would like to present at next work session.

**TOWN ENGINEER RICHARD HENRY**

- Recommending award of Phase II & III of Sanitary Sewer Rehabilitation Project to United Survey Inc. (USI); approximate low bid of \$4.9 million is well under budget. Work includes one mile of complete line replacement, 25 miles of sliplining and rehabilitation of 800 manholes.
- Training for GIS system starting tomorrow; five or six employees will train for the next two days.
- Numerous sinkholes developed due to excessive rain; working to get as many repaired as fast as they can. Discussed a collection of sinkholes behind Elmsford Drive and flooding issues on Forest Drive.
- The Town Board thanked Rick Henry and Highway Supt. Matthew English for their work with the number of calls received recently concerning flooding and water issues.

The work session concluded at 4:15 P.M.

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**JACQUELINE A FELSER, TOWN CLERK**