

Supervisor Meegan called the work session to order at 3:00 P.M. with the Pledge of Allegiance to the Flag led by Asst. Police Chief Michael Boehringer.

**ROLL CALL:** Present - Sheila M. Meegan Supervisor  
Eugene P. Hart Councilman  
William P. Hanley Councilman  
John Fenz Town Attorney  
Jacqueline A. Felser Town Clerk  
John Gullo Code Enforcement Officer  
Douglas Busse  
Matthew D. English Highway Supt.  
Michael Boehringer Asst. Police Chief  
Steven Tanner Town Engineer  
Lauren Masset Recreation Supervisor  
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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**CODE ENFORCEMENT OFFICE**

- Douglas Busse gave an update on the Buffalo Erie Niagara Land Improvement Corporation (BENLIC)
  - ✓ Seeking approval to acquire three properties through foreclosure – vacant houses at 316 Doris Drive & 50 Aurora Avenue; 2806 Seneca Street (Bellwood School)
  - ✓ Jocelyn Gordon of BENLIC reviewed submittals and is fully expecting the two residential properties will be taken over; they would like access to the school building
  - ✓ Code Enforcement Officer John Gullo will attempt to reach out to current owners of the school who are in arrears on taxes and explain the opportunity to the owners; Supervisor Meegan approved making contact with owners
  - ✓ Approval meeting to discuss properties is scheduled for January 23<sup>rd</sup>
  - ✓ Foreclosure properties go before legislature January 30<sup>th</sup>
  - ✓ An auction is held in September; BENLIC bid overrides any others; current owner can buy back property at any time by paying taxes due
  
- John Gullo presented an after action review on the November storm
  - ✓ Presented packet of incident command forms used to document events
  - ✓ Purchased red vests to be used at Emergency Operations Center to identify people in charge
  - ✓ Over 1400 volunteer hours were logged
  - ✓ FEMA reimbursement application has been submitted; several categories of damages must be tracked; hazard mitigation plan (may be able to pay for some projects)

**TOWN CLERK JACQUELINE FELSER**

- Tax bills are being mailed Wednesday, January 12<sup>th</sup>, with a due date of February 17<sup>th</sup>
- Martha Franklin transfer from Police Department to fill vacancy due to retirement of Mary O'Connell

**ASST. POLICE CHIEF MICHAEL BOEHRINGER**

- Appointment of two new police officers – Christopher Bednasz & Ryan Miller
- Canvas letters have been sent to start the process for replacement of Martha Franklin

**TOWN ATTORNEY JOHN FENZ**

- Meeting with Code Enforcement Officer John Gullo next week on how to address Bellwood School
- St. Bonaventure contract - 90 day inspection period will start upon receipt of signed agreement from Diocese

Supervisor Meegan stated she discussed with Dr. Crawford the possibility of Potters Road school and they are waiting for BOCES response. They also looked at the possibility of moving the recreation offices to Mill Road in the same building as the Emergency Operations Center on the third floor. The Kiwanis building would then be abated and torn down. A Memorandum of Understanding with the school district will be required. Supervisor Meegan further commented on the possibility of printing various town pamphlets at the school print room at a very low cost rather than sending out to print.

**RECREATION SUPERVISOR LAUREN MASSET**

- Summer Camp registration to start in February; price increased by \$5 for residents and non-residents; will advertise in newspapers, town sign & website, notices will also be sent home with school children

**TOWN ENGINEER STEVEN TANNER**

- Camelot Square, Part III acceptance – all necessary paperwork is in; approval should be contingent upon Town Attorney review of maintenance bond and supply proper documentation to Erie County Water Authority on valve & hydrant tags

**EXECUTIVE SESSION**

Motion by Supervisor Meegan, seconded by Councilman Hart, to recess to executive session at 3:45 P.M. to discuss employment contract with EBC (human resource firm) and one personnel matter with Highway Supt. Matthew English.

Ayes: All

Noes: None

Motion Carried

The board members returned from executive session and the work session concluded at 4:45 P.M.

  
**JACQUELINE A FELSER, TOWN CLERK**