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

TOWN BOARD PROCEEDINGS
Minutes #2015-21
October 26, 2015

Supervisor Sheila M. Meegan called the meeting to order at 7:00 P.M. with 30 seconds of silent prayer followed by the Pledge of Allegiance led by members of the Fly Fisherman's Association.

ROLL CALL:	Present	-	Sheila M. Meegan	Supervisor
			Eugene P. Hart	Councilman
			William P. Hanley, Jr.	Councilman
	Absent	-	None	

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

The meeting was dedicated to the memory of Matthew Schroeder.

Councilman Hart read a proclamation honoring members of the Lake Erie Chapter of International Association of Fly Fisherman, recipients of the 2015 MacKenzie Cup award.

Supervisor Meegan read a proclamation from County Executive Mark Poloncarz commending the West Seneca Public Safety Dispatch for their work during the November 2014 storm.

21-A MINUTES TO BE APPROVED

- Motion by Supervisor Meegan, seconded by Councilman Hart, to approve Minutes #2015-20 of October 15, 2015.

  Ayes: All Noes: None Motion Carried

- Motion by Supervisor Meegan, seconded by Councilman Hart, to approve minutes from the October 21, 2015 bid opening for the courtroom accessibility project at Town Hall.

  Ayes: All Noes: None Motion Carried

21-B LEGAL ITEMS

1. Motion by Supervisor Meegan, seconded by Councilman Hart, that proofs of publication and posting of legal notice: "OF A PUBLIC HEARING TO CONSIDER LOCAL LAW #2015-10 TAX LEVY LIMIT OVERRIDE" in the Town of West Seneca, be received and filed.

   Ayes: All Noes: None Motion Carried

21-B LEGAL ITEMS

1. (continued)

Motion by Supervisor Meegan, seconded by Councilman Hart, to open the public hearing.

Ayes: All Noes: None Motion Carried

David Monolopolus questioned if there will be a tax increase and if the tax levy override is only good for one year.

Supervisor Meegan responded the tax cap for this year is only .73 percent and adoption of the tax levy override is only good for one year. She further stated the budget has not yet been approved so an increase has yet to be determined and there is an opportunity for both board members and department heads to make additional cuts.

Councilman Hart stated he will be proposing tax cuts and would like to cut the General Fund budget by another one percent.

Beverly Leising questioned where the taxpayers can speak on the school budget and Councilman Hart explained the school board has the same public hearing process prior to the school budget vote.

Motion by Supervisor Meegan, seconded by Councilman Hart, to close the public hearing.

Ayes: All Noes: None Motion Carried

Motion by Supervisor Meegan, seconded by Councilman Hart, to adopt the attached Local Law #2015-10 Tax Levy Limit Override.

Ayes: All Noes: None Motion Carried
APPENDICES

21-C COMMUNICATIONS

1. Supervisor Meegan re Community Development Block Grant (CDBG) resolution

Motion by Supervisor Meegan, seconded by Councilman Hart, to adopt the following resolution:

WHEREAS, following the Public Hearing of October 15, 2015 which was held at the West Seneca Town Hall for suggestions by the public for Community Development Block Grant projects to be submitted for funding;

21-C COMMUNICATIONS

1. (continued)

NOW, THEREFORE BE IT RESOLVED, that the West Seneca Town Board submits the following project to be considered for funding by the Erie County Community Development Block Grant Program during the 2016-2017 grant cycle:

1st Priority - Road Reconstruction Project for Birchwood Avenue, North Covington Drive, Burch Avenue and Grace Street, which are in CDBG-eligible areas;

NOW THEREFORE BE IT RESOLVED, that the West Seneca Town Board authorizes Town Supervisor Sheila M. Meegan, to sign, submit and execute a contract with Erie County Community Development Block Grant (ECCDBG) Program for the cited projects upon approval of the ECCDBG.

NOW BE IT FURTHER RESOLVED THAT the West Seneca Town Board provides a 25% match of $33,772 for the 1st Priority Project using force account labor from the 002.5110.0144 line item.

On the question, Councilman Hart stated highway employees will be doing some of the work on these projects.

Ayes: All Noes: None Motion Carried

2. Town Engineer re Bid award for courtroom accessibility project

Motion by Supervisor Meegan, seconded by Councilman Hanley, to award the bid for the courtroom accessibility project to Northern Dream Construction at their low bid of $118,000 and noting work will commence on November 27th and is required to be completed by December 13, 2015.

On the question, Town Engineer Steven Tanner stated during the construction dates board meetings will be rescheduled and one court session will be cancelled. He explained the contract documents indicate construction must be complete in the listed time frame or the contractor will be required to pay damages of $1,500 per day or provide a useable temporary court facility. Mr. Tanner noted there will be some town employee overtime needed to finish the project.

Ayes: All Noes: None Motion Carried

21-C COMMUNICATIONS

3. Highway Sup't. re Title change for James T. Nicholas to Highway Motor Equipment Operator

Motion by Supervisor Meegan, seconded by Councilman Hanley, to terminate James T. Nicholas as Sewer Maintenance Worker and appoint him as Highway Motor Equipment Operator effective October 19, 2015 at a rate of $28.17 per hour and authorize the Supervisor to complete and sign the necessary forms for Erie County Personnel.

Ayes: All Noes: None Motion Carried

4. Highway Sup't. re Title change for Robert Finnegan to Highway Laborer

Motion by Supervisor Meegan, seconded by Councilman Hanley, to terminate Robert Finnegan as Highway Motor Equipment Operator and appoint him as Highway Laborer, Group 1, Step 5 at a rate of $27.52 per hour effective October 26, 2015 and authorize the Supervisor to complete and sign the necessary forms for Erie County Personnel.

Ayes: All Noes: None Motion Carried

5. Highway Sup't. re Termination of Andrew Maj as sanitation part-time laborer

Motion by Supervisor Meegan, seconded by Councilman Hanley, to terminate Andrew Maj as part-time sanitation laborer effective October 20, 2015 and authorize the Supervisor to complete and sign the necessary forms for Erie County Personnel.

Ayes: All Noes: None Motion Carried

6. Highway Sup't. re Change order of Concrete storm damage repair

Motion by Supervisor Meegan, seconded by Councilman Hanley, to authorize a change order in the amount of $900 to Sibley Construction for Section A of Concrete Storm Damage Repair due to addition of curb repair at 86 HiView Terrace bringing the final bill to $30,980.

On the question, Councilman Hanley questioned if this is a full depth reconstruction and Highway Sup't. Matthew English responded it is and the rate is different than flat work.

Ayes: All Noes: None Motion Carried

21-C COMMUNICATIONS

7. Senior Recreation Therapist of Sr. Services re Status change for Marirose Bless to part-time seasonal

Motion by Supervisor Meegan, seconded by Councilman Hart, to change the status of part-time food service worker Marirose Bless to part-time seasonal effective November 2 - 30, 2015 and authorize the Supervisor to complete and sign the necessary forms for Erie County Personnel.

Ayes: All Noes: None Motion Carried

8. Senior Recreation Therapist of Sr. Services re Status change for G. Busse to part-time seasonal

Motion by Supervisor Meegan, seconded by Councilman Hart, to change the status of part-time clerk typist Georgiann Busse to part-time seasonal effective November 2 - December 31, 2015 and authorize the Supervisor to complete and sign the necessary forms for Erie County Personnel.

Ayes: All Noes: None Motion Carried

9. Senior Recreation Therapist of Sr. Services re Status change for J. Kropczynski to part-time seasonal

Motion by Supervisor Meegan, seconded by Councilman Hart, to change the status of part-time clerk typist Janet Kropczynski to part-time seasonal effective November 2, 2015 - January 29, 2016 and authorize the Supervisor to complete and sign the necessary forms for Erie County Personnel.

Ayes: All Noes: None Motion Carried

10. Youth Service Coordinator re Ice rink re-appointments of part-time recreation attendants

Motion by Supervisor Meegan, seconded by Councilman Hart, to reappoint the following part-time recreation attendants at their current rates of pay effective October 30, 2015 - April 30, 2016: Kristen Keane - $9.15 per hour and Matthew Barth - $8.75 per hour and advise the Finance Department that these positions will be paid from Acct. #001.7141.0149 Salary of Laborers part-time and authorize the Supervisor to complete and sign the necessary forms for Erie County Personnel.

Ayes: All Noes: None Motion Carried

21-C COMMUNICATIONS

11. Youth Service Coordinator re Termination of Casey Dynarski as recreation attendant

Motion by Supervisor Meegan, seconded by Councilman Hanley, to terminate Casey Dynarski as recreation attendant effective November 7, 2015 and authorize the Supervisor to complete and sign the necessary forms for Erie County Personnel.

Ayes: All Noes: None Motion Carried

12. Town Engineer re Western New York Stormwater Coalition (WNYSC) Memorandum of Agreement

Motion by Supervisor Meegan, seconded by Councilman Hart, to approve the attached Memorandum of Agreement for the WNY Stormwater Coalition and allow payment of an annual fee of $1250.

On the question, Town Engineer Steven Tanner explained as an MS-4 unit the town reviews applications for storm water management rather than the DEC.

Supervisor Meegan acknowledged West Seneca Environmental Commission volunteers Rick Rutkowski and Jim Caruso for stamping the medallions on the storm sewers.

Ayes: All Noes: None Motion Carried
APPENDICES

21-D APPROVAL OF WARRANT

Motion by Supervisor Meegan, seconded by Councilman Hart, to approve the vouchers submitted for audit, chargeable to the respective funds as follows:

General Fund - $234,861.41; Highway Fund - $160,891.91; Special Districts - $14,257.07; Capital Fund - $195,800.07 (voucher #'s 90260-91354)

Ayes: All Noes: None Motion Carried

ISSUES OF THE PUBLIC

PART-TIME LABORER BUILDINGS AND GROUNDS

Susan Kims referred to the part-time hire of Tyler Kluck and questioned if the position was posted online. Highway Sup't. Matthew English stated he continually receives employments applications and interviews the individuals as they come in, but he will give Town Clerk Jacqueline Felser a job description for posting on the town website. Mr. English further noted Mr. Kluck satisfactorily passed the background check and drug testing.

ISSUES OF THE PUBLIC

SPORTS ORGANIZATIONS

Susan Kims questioned if youth baseball money had been received yet and Town Attorney John Fenz responded it was not received and he will contact them again.

CONCRETE STORM DAMAGE REPAIR

Susan Kims requested clarification on the payment for concrete storm damage repair. Highway Sup't. Matthew English stated his department determines if the damage occurred during the November storm by checking Google maps, and if so, they contact Sibley Construction to make the repair. Bills are then submitted to FEMA.

PRESENTATION OF COMMUNICATIONS BY BOARD MEMBERS AND DEPARTMENT HEADS

STREET LIGHT REPAIRS

Supervisor Meegan received notification that 78 street lights have been repaired and thanked the public for their input on this issue.

HALLOWEEN

Chief Denz reminded residents this Saturday, October 31st is the date set for trick or treating from 6 P.M. to 8 P.M. and reminded everyone to be careful.

RECREATION PROGRAM UPDATES

Youth Service Coordinator Lauren Masset announced the following upcoming events and program updates:

- The Enchanted Path is this Friday from 6-8 P.M. in front of the Lions Bandshell. The event will include trick or treating, face painting, games, crafts and more. Youth Theatre will have a special performance and admission is $1. Ms. Masset thanked elected officials, Tops and Wegmans for their donations.
- West Seneca Youth and Recreation will team up with the West Seneca Coalition Resource Center on November 25th to present Family Fun Day at the center from 9-11 A.M. Face painting, crafts and games will be available. The event is free and open to all.
- Youth Theatre will host their annual fundraiser and present "A Christmas Toy Story" on Saturday, December 12th with show times at 1 P.M. and 6 P.M. at the West Seneca West Middle School. Tickets are $7 and available at the door.
- The recreation department is currently hiring rink guards. Applications are available online or in the recreation office and openings are posted on the town website and at both high schools.

PRESENTATION OF COMMUNICATIONS BY BOARD MEMBERS AND DEPARTMENT HEADS

SENIOR CENTER HALLOWEEN PARTY

Senior Recreation Therapist of Sr. Services Mary Josefiak announced the annual Halloween party at the senior center Friday, October 30th at lunchtime.

TOWN ATTORNEY JOHN FENZ COMMENDED

Councilman Hanley commented Town Attorney John Fenz works well in excess of 40 hours per week, is doing a fabulous job and should be compensated for his work.

LIBRARY/COMMUNITY CENTER GRANT FUNDS

Councilman Hart commented on the press conference Friday afternoon announcing an additional $400,000 toward construction of the library and community center, bringing the total dollar amount of grants received to $1,250,000.

EXECUTIVE SESSION

Motion by Supervisor Meegan, seconded by Councilman Hart, to recess to executive session at 7:45 P.M. to discuss four personnel issues.

Ayes: All Noes: None Motion Carried

The board members returned from executive session at 9:45 P.M.

ADJOURNMENT

Motion by Supervisor Meegan, seconded by Councilman Hart, to adjourn the meeting at 9:45 P.M.

Ayes: All Noes: None Motion Carried

JACQUELINE A FELSER, TOWN CLERK

TOWN OF WEST SENECA
LOCAL LAW NO. 10 OF THE YEAR 2015

A Local Law of the Town of West Seneca to override the tax levy limited established in General Municipal Law Section 3-c, as follows:

Be it enacted by the Town Board of the Town of West Seneca:

A local law to override the tax levy limit established in General Municipal Law §3-c.

Section 1. Legislative Intent

It is the intent of this local law to allow the Town of West Seneca to adopt a budget for the fiscal year commencing January 1, 2016 that requires a real property tax levy in excess of the "tax levy limit" as defined by General Municipal Law Section 3-c.

Section 2. Authority

This local law is adopted pursuant to subdivision 5 of the General Municipal Law Section 3-c, which expressly authorizes a local government's governing body to override the property tax cap for the coming fiscal year by the adoption of a local law approved by a vote of no less than sixty (60%) of said governing body.

Section 3. Tax Levy Limit Override

The Town Board of the Town of West Seneca, County of Erie, is hereby authorized to adopt a budget for the fiscal year commencing January 1, 2016 that requires a real property tax levy in excess of the amount otherwise prescribed in General Municipal Law Section 3-c.

Section 4. Severability

If a court determines that any, clause, sentence, paragraph, subdivision, or part of this local law or the application thereof to any person, firm, corporation, or circumstance is invalid or unconstitutional, the court's order or judgment shall not affect, impair, or invalidate the remainder of this local law, but shall be confined in its operation to the clause, sentence, paragraph, subdivision, or part of this local law or in its application to the person, individual, firm or corporation or circumstance, directly involved in the controversy in which such judgment or order shall be rendered.

Section 5. Effective Date.

This local law shall take effect immediately upon filing with the Secretary of State.

MEMORANDUM OF AGREEMENT
WESTERN NEW YORK STORMWATER COALITION

This MEMORANDUM OF AGREEMENT, by and among owners and operators of small Municipal Separate Storm Sewer Systems ("MS4s"), as follows: Town of Alden, Village of Alden, Town of Amherst, Village of Angola, Town of Aurora, Village of Blasdell, Town of Boston, Buffalo Sewer Authority, Town of Cambria, Town of Cheektowaga, Town of Clarence, Village of Depew, Village of East Aurora, Town of Eden, Town of Elma, Town of Evans, Town of Grand Island, Town of Hamburg, Village of Hamburg, Village of Kenmore, City of Lackawanna, Town of Lancaster, Village of Lancaster, Town of Lewiston, Village of Lewiston, Town of Lockport, Niagara Falls Water Board, City of North Tonawanda, Town of Orchard Park, Village of Orchard Park, Town of Pendleton, Town of Porter, Village of Sloan, City of Tonawanda, Town of Tonawanda, Town of West Seneca, Town of Wheatfield, Village of Williamsville, Village of Youngstown, County of Erie, County of Erie - Sewer District #6, County of Niagara, State University of New York at Buffalo, hereinafter referred to as "Coalition Members," hereby creates the Western New York Stormwater Coalition, as of December 31, 2015.

WHEREAS, the U.S. Environmental Protection Agency's Phase II stormwater regulations (40 C.F.R. Sections 9, 122, 123, and 124) require owners and operators of small MS4s in New York State to obtain permit coverage under the New York State Department of Environmental Conservation's SPDES General Permit for Stormwater Discharges from MS4s (GP-0-15-003); and

WHEREAS, the U.S. EPA Phase II Stormwater regulations require owners and operators of small MS4s who obtain general permit coverage to develop and enforce a stormwater management program designed to reduce the discharge of pollutants to the maximum extent practicable in order to protect water quality and to satisfy the appropriate water quality requirements of New York State's Environmental Conservation Law and the Clean Water Act; and

WHEREAS, the U.S. EPA Phase II Stormwater regulations, as administered by the New York State Department of Environmental Conservation, encourages owners and operators of small MS4s to cooperate when implementing their Stormwater Management Programs; and

WHEREAS, the owners and operators of small MS4s recognize that, because watersheds and separate storm sewer systems cross municipal boundaries and there are opportunities to save time, money, and energy by working collaboratively, the Coalition members should work together to meet the requirements of the U.S. EPA Phase II Stormwater regulations; and

WHEREAS, the Coalition members recognize the benefits of cooperation to achieve improved water quality and flood control, and;

B. Each member of the Coalition shall have one (1) vote at all meetings.

C. In order to take action the Coalition shall utilize the following quorum requirements:

1. 51% of the voting membership constitutes a quorum for all meetings. For approval of meeting minutes, treasurer's reports, voucher payments, annual reports, annual account designation, budgets, grant applications, plans, programs and related items, approval of 51% of those in attendance shall be required.

2. For actions requiring a supermajority, voting may be permitted by proxy, email, video or teleconferencing.

3. A supermajority of 75% of the coalition membership shall be required for approval of capital budgets, adoption of by-laws and future amendments thereto, including amendments to the annual membership fee.

4. For entering into contracts, there must be 75% approval by the Coalition members, indicated by execution of a signature page.

D. The Coalition shall elect a Chairman, Vice Chairman, Treasurer, and Secretary and such other officers as it shall deem appropriate, and for such terms as it shall establish, and shall assign to such officers such responsibility and authority, consistent with this Agreement, as it shall deem appropriate. No member of the Coalition shall receive compensation for services as a member or officer of the Coalition, but members may be reimbursed for expenses previously authorized by the Coalition.

E. The Coalition shall adopt by-laws relating to the conduct of its proceedings and such other administrative matters as it may deem appropriate.

F. The Coalition may admit additional members upon execution of this Agreement to undertake all rights and responsibilities included in this Agreement, and further conditioned upon payment of the full annual membership fee for that calendar year.

G. This Memorandum of Agreement and By-Laws shall be reviewed annually by Coalition Members at the annual meeting of the Coalition.

4. FINANCIAL OBLIGATION.

A. Each Coalition Member shall pay an annual membership fee. Membership fees shall be used to fund activities required to fulfill the purposes of the Stormwater Coalition and shall serve as local match funds for federal and state grants awarded to the Coalition. The fee schedule is attached as Appendix A. Future fee schedules shall be established by the Coalition pursuant to Section 3.C.3 above.

incur financial obligations to ECDEP for any services outside of the workplan approved by the Coalition.

B. This Agreement may be modified or amended only in writing duly executed by all Coalition Members, which shall be attached to and become a part of this Agreement.

C. Each Coalition Member shall be solely responsible and liable for its own activities under this Agreement, for obtaining its permit coverage under the SPDES General Permit for Stormwater Discharges from MS4s (GP-0-15-003) and for the preparation, implementation, operation and maintenance of its own stormwater management program including, but not limited to, the required minimum control measures.

6. MISCELLANEOUS.

A. This Agreement constitutes the entire Agreement among and between the Coalition members and supersedes any and all prior Agreements between the parties hereto for the services herein to be provided. The Agreement shall be governed by and construed in accordance with the laws of New York State without regard or reference to its conflict of laws and principles.

B. If any provision, paragraph, sentence, or clause of this agreement shall, for any reason, be held to be invalid or unenforceable, the invalidity or unenforceability of such shall not affect the remainder of this Agreement and this Agreement shall be construed and enforced, consistent with its expressed purposes, as if such invalid and unenforceable provision, paragraph, sentence, or clause had not been contained herein.

C. Each Coalition Member represents and warrants to the Coalition, and to the other Coalition Members, that it has been fully authorized to execute and to perform this Agreement, and that its execution and performance of this Agreement will not violate any legal duty or restriction.

7. EXECUTION.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be signed by their duly authorized representatives on the date first written above.

ARTICLE III

MEETINGS

Section 3.1 Annual Meetings.
Annual meetings of the Coalition shall be held during the months of January or February on such date and at such time and place as shall be specified by the Coalition, or if no date is agreed to by the Coalition, at such other date, time and place within those months as the Chairman may determine.

Section 3.2 Regular Meetings.
Regular meetings of the Coalition may be held each month on such date, and at such place and time as the Coalition shall determine. The Coalition shall adopt a schedule of regular meetings for the calendar year at the annual meeting, by motion of the Chairman, and may amend such schedules during the course of the year.

Section 3.3 Special Meetings.
Special meetings of the Coalition may be held at the call of the Chairman or upon written request of five members of the Coalition to the Secretary.

Section 3.4 Roberts Rules of Order.
The proceedings of meetings at the Coalition shall be governed by Roberts Rules of Order.

Section 3.5 Order of Business.

A. The usual order of business for Coalition meetings shall be as follows:
    1. Roll Call (pass sign-in sheet)
    2. Call to Order
    3. Approval of Minutes
    4. Treasurer's Report
    5. Correspondence/Report of Secretary
    6. Report of Chairman
    7. Report of Committees
    8. New Business
    9. Unfinished Business
    10. Payment of Vouchers
    11. Comments from Public
    12. Adjournment

B. The above order may be amended on motion of any voting representative or the, Chairman, subject to objection by any voting representative of the Chairman. If objection be raised, suspension of the above order of business shall be determined by vote of the majority of the representatives present without regard to the provisions of Section 3.8.

ARTICLE IV

OFFICERS

Section 4.1 Officers.
The officers of the Coalition shall be a Chairman, Vice Chairman, Secretary and Treasurer.

Section 4.2 Qualification for Office.
An officer shall be an official or employee of his or her respective Coalition Member. Only one officer can be elected from any one Coalition Member.

Section 4.3 Elections.
All officers shall be elected by the Coalition at the annual meeting.

Section 4.4 Term.
Each officer shall serve a term of one year or until the next annual meeting of the Coalition and the election and qualification of their successors. Officers may serve consecutive terms.

Section 4.5 Duties of Officers.

A. Chairman. The Chairman shall preside at all meetings of the Coalition, convene special meetings of the Coalition in accordance with these By-Laws; appoint the members, and the chair of each Coalition Committee; represent the Coalition in its relations with elected officials and other official bodies, groups and organizations; and carry out any additional duties as may be assigned by the Coalition.

B. Vice Chairman. The Vice-Chairman shall, in the event of absence or disability of the Chairman, perform the duties and exercise the responsibilities of the Chairman; assist the Chairman in disseminating information to the public concerning activities and proceedings of the Coalition; sign checks in the event of the absence or disability of the Treasurer; and carry out any additional duties as may be assigned by the Chairman or the Coalition.

C. Secretary. The Secretary shall attend all meetings of the Coalition and distribute a summary report of each Coalition meeting; give and serve all notices as required by these By-Laws; assist the Chairman in attending to all official correspondence of the Coalition, keep a written record of attendance; maintain the records of the Coalition and serve as the Coalition's records management officer; distribute approved minutes to the clerk of each participating Coalition Member; and carry out any additional duties as may be assigned by the Chairman or the Coalition.

D. Treasurer: In conjunction with the chief fiscal officer of the Coalition Member designated to hold the "Western New York Stormwater Coalition" account, the Treasurer shall have care and custody of the funds of the Coalition; sign all checks; and keep full and accurate books and records of all financial matters; invoice Coalition Members for the annual fee, and carry out such other duties as may be assigned by the Chairman of the Coalition.

Section 6.2 Administrative Services.
Staff from the Erie County Department of Environment and Planning (ECDEP) may act as contractors for providing administrative services to the Western New York Stormwater Coalition. Administrative services may include preparation of meeting notices, agendas and minutes; research and application for grant funding; contract oversight; and development of annual reports and other documentation required by NYS DEC to satisfy the requirements of GP-0-15-003. Additional services provided by ECDEP may include, but are not limited to, public education and outreach, public involvement initiatives, assistance with illicit discharge detection and elimination, assistance with construction site compliance oversight, and assistance with employee training. If ECDEP will act as a consultant to the Coalition, it must submit a proposed annual budget and work plan, including administrative services, to the Coalition on an annual basis for approval, beginning in January 2016. ECDEP staff time charges shall be reimbursed by funds obtained through federal and state grants, unless otherwise approved by the Coalition. The Coalition shall not incur financial obligations to ECDEP for any services outside of the workplan approved by the Coalition.

ARTICLE VII

ADOPTION AND AMENDMENT

Section 7.1 Adoption of By-Laws.
These By-Laws shall be adopted by affirmative vote as provided by Section 3.8 of these By-Laws, and may be amended in the same manner.

Section 7.2 Adoption of Amendments.
The wording of any proposed amendment to these By-Laws shall be included in the notice of the regular or special meeting at which the amendment is to be considered. Any proposed amendment shall be tabled at the meeting at which it is introduced, and may not be voted upon sooner than the next regular meeting.

TOWN OF WEST SENECA

BY: Sheila M. Meegan

TITLE: Supervisor

DATE: 10/26/2015