

## WEST SENECA ENVIRONMENTAL COMMISSION (WSEC) MEETING AGENDA

February 6, 2025

6:30 PM in the Large Meeting Room, West Seneca Community Center

MEMBERS – Robert Amadon - Chair, Kathleen Duffy, Evelyn Hicks, Haris Ismail, Barbara Lipiew, Thomas Mudd, Jr., Ryan Taylor, Ben Szablewski, Town Board Liaison: Scott Robertson

### Agenda

- 1) Welcome
- 2) Approval of January 9, 2025 meeting minutes
- 3) Issues of the Public
- 4) Correspondence
- 5) Governance
  - a. A motion and vote to approve Danielle Bagley as an associate commission member.
- 6) New Business
  - a. A motion and vote to recommend Ryan Taylor for a new 2 year term as the Town of West Seneca Municipal Representative on the Erie County Environmental Management Council.
- 7) Ongoing Commission Projects
  - a. Trees
    1. NYSDEC Grant for Tree Inventory and Urban Forestry Management Plan (UFMP)
      - a) As per actions from the grant team plan of action meeting on January 15, 2025:
        - 1) Agree on core team members from the environment commission.
        - 2) Agree on a facilitator and a co-facilitator to act as key points of contact.
        - 3) Agree on who will work on scheduling the initial tree inventory grant team meeting.
        - 4) Agree on who will work on the RFP bid process in coordination with the Town (with an authorized agent for procurement), including assisting with review of the bids once received.
        - 5) Agree on sharing the load of grant implementation items across all commission members. Examples include preparing press releases, maintaining our social media accounts with grant information, scheduling and attending public outreach meetings on the grant purpose and status.
        - 6) Utilize the grant work plan as per the grant application and contract to track progress and document status. Note: This was not in January 15<sup>th</sup> meeting summary, but will provide a good record to use for status reviews and as reference for any new grant activities in the future.
        - 7) Additional actions and activities will be identified during grant implementation and will be covered at future environmental commission meetings.
- 8) Adjourn

See 2025 meeting schedule on next page.

**2025 Meeting Schedule (Start time 6:30 PM, Large Meeting Room, West Seneca Community Center)**

January 9 (Small Conference Room in the Community Center)

February 6

March 6

May 1

June 5

September 4

October 2

November 6

December 4