

ROLL CALL: Present Supervisor Dickson
Councilmember Breidenstein
Councilmember Kims
Councilmember Piekarec
Councilmember Robertson

Absent None

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

APPROVAL OF AGENDA

1. Town Clerk re Approval of Agenda as submitted

Motion by Supervisor Dickson, seconded by Councilmember Piekarec, to approve the agenda with the additional item not on the published agenda from the Director of Senior Services.

Ayes: All Noes: None Motion Carried

MINUTES TO BE APPROVED

1. Town Clerk Newton re Meeting Minutes 2025-02 of January 27, 2025

Motion by Supervisor Dickson, seconded by Councilmember Kims, to approve Meeting Minutes 2025-02 of January 27, 2025.

Ayes: All Noes: None Motion Carried

PUBLIC COMMENTS

James Randolph, West Bihrwood Drive, referred to the discussion about the lower space at the Senior Center and made the following comments and questions:

- ✓ Is a pool, jacuzzi, and sauna being added – Councilmember Piekarec stated that was a suggestion but there are no plans to do this
- ✓ Is there access to the lower floor for people with disabilities – Councilmember Pikearec confirmed there is an elevator.

Cherie Messore of Spectrum Health & Human Services made the following comments:

- ✓ 5th annual Not One More event this August to highlight awareness of international overdose awareness day
- ✓ Family friendly event with resources
- ✓ Thanked the Town Board for waiving the fees for this event

Courtney Fallon, Treehaven Road, referred to the discussion about Town Board Work Sessions and made the following comments and questions:

- ✓ Supports the work session
- ✓ Will there only be one Town Board Meeting per month – Supervisor Dickson stated he does not and he was referring to the Town of Cheektowaga’s plan.

TABLED ITEM

1. Deputy Supervisor Greenan re Phase III Composting Program proposal

7. Recreation Supervisor Masset re Appointment of Ivan Nietopski as part-time permanent Recreation Leader

Motion by Supervisor Dickson, seconded by Councilmember Kims, to appoint Ivan Nietopski as a part-time permanent Recreation Leader effective February 10, 2025, at the rate of \$27 per hour noting his status will change to part-time seasonal from April 27 – September 13, 2025, and will return to part-time permanent status on September 14, 2025.

Mr. Nietopski's position and role as Pool Supervisor is contingent upon obtaining the required certifications and his attendance at all mandatory trainings/orientations and will be paid from the Salary of Laborers – Part Time 1.7180.0100.

Ayes: All

Noes: None

Motion Carried

Walk On item:

Motion by Supervisor Dickson, seconded by Councilmember Robertson, to change the title of Erika McCann Rettig from Court Clerk to the Town Justice to part-time Clerk Typist effective February 10, 2025.

Ayes: All

Noes: None

Motion Carried

2. ANNOUNCEMENTS

1. Town Engineer re Return of deposit for Greenspring Subdivision

The Town of West Seneca received a \$15,000 cash deposit from Marrano Development in lieu of posting a performance bond for the construction of sidewalks and drainage sales within the Greenspring Subdivision. This deposit was provided as a financial guarantee for the completion of these improvements. It has been confirmed that the required work has been satisfactorily completed in accordance with the Town's standards. As a result, the deposit is no longer needed, and therefore arrangements should be made to return it to the Developer.

2. Town Engineer re Transfer of Water Service to Erie County Water Authority

The Town's intention is to convert the remaining Lease Manage area to Direct Service and this requires completing all the recommended water main replacements and potentially making other improvements and upgrades to the water system. The Town is planning completion of the work in phases over the next several years given the magnitude of this proposed project. The Town will take advantage of grant and funding opportunities to help reduce costs, minimizing the financial burden on the water customers. An Engineering report which will outline the necessary water main replacement and other upgrades needed for this transfer of service along with preliminary costs. The Engineering Department has already requested an updated list of water main replacement projects (see attached letter).

3. Town Engineer re Basement Inspections & Smoke Testing

To further reduce infiltration and inflow (I&I) into the sanitary sewer system, basement inspections will once again begin shortly. Over the years, the Town has conducted hundreds of basement inspections throughout the sewer system, identifying numerous violations, including illegal sump pump and floor drain connections. In the event, violations are discovered at a property, the resident will receive a letter from the Town explaining the violation and requesting that they make the necessary corrections as soon as possible. These methods for reducing I & I ensure that the financial responsibility for corrections falls on the individual property owner rather than being distributed among all residents of the sewer district. This proactive

approach provides a straightforward and efficient way to identify and address issues within the sanitary sewer system. Prior to conducting basement inspections or smoke testing, informational newsletters will be distributed by mail or in person to notify affected residents of the upcoming work schedule. This work is expected to be completed by a collaboration between the Town Engineering and Sewer Departments throughout 2025.

3. FOR DISCUSSION

1. Supervisor Dickson re Work Sessions

Supervisor Dickson stated the purpose of the discussion is to allow the Town Board Members to provide feedback on the Town Board's current practice of the meetings beginning at 6 P.M. and having a budget work session once per year.

Councilmember Piekarec stated he does not see an advantage to having work sessions, noting public comments were not allowed and suggested returning to Department Heads providing monthly update reports. Discussions and announcements are incorporated into the Town Board meetings.

Councilmember Kims indicated the current practice works well.

Councilmember Breidenstein agreed, and work sessions could be scheduled for presentations. Rather than providing written reports, Department Heads could attend meetings and present information about their department, for example, the Assessor can explain re-assessments.

Supervisor Dickson noted work sessions are not mentioned in the law and every meeting is an open meeting.

2. Councilmember Piekarec re Senior Center Lower Floor Space

Councilmember Piekarec stated the Electrician's Office and Archival Records Rooms located on the lower floor of the Senior Center will be moved to the Highway Building which will free up space. The Senior Services Advisory Board has been working to come up with the best possible uses for this newly acquired area. Councilmember Piekarec feels that they are now at a point where there is agreement for a general concept on how to best utilize the area. The Advisory Board is looking to obtain the town board's feedback on our concept for approval to determine potential grants and other funding sources:

- Update electrical so that safety protocols are met, and tripping hazards are avoided
- Acquire the proper equipment to facilitate an optimal learning experience among members
- Remove the main level game room pool table, shuffleboard and golf simulator and place these items in the old electrician's room
- Dedicate the existing main level game room to a multi-purpose classroom for classes, clubs and smaller game activities
- Convert the lower-level electrician's room into a game room
- Claim one of the clerk's storage/records rooms and convert the room into a multi-purpose fitness room
- Remove the current flooring from the facility and replace with more universal, aesthetically pleasing, durable flooring conducive to the activities taking place

Director of Senior Services Lignos made the following comments:

- ✓ Membership has grown by an additional 2,000 members over the past three years
- ✓ Over 200 people use the Senior Center daily

- ✓ Survey conducted to determine needs
- ✓ The building has an elevator
- ✓ Lower level to be used for fitness programs

Supervisor Dickson asked if there would be enough space for a pickleball court on the lower level. Councilmember Piekarec stated there is. Ms. Lignos stated the Seniors want to remain active.

Councilmember Piekarec stated the town keeps the fitness membership dues and there is potential to increase the revenue with additional offerings.

Councilmember Breidenstein questioned if any of the items can be accomplished now with the existing budget. Councilmember Piekarec stated the conversion of the Electrician's Office would not be as involved as converting the Records Rooms and using in-house labor will keep costs down.

Supervisor Dickson stated he supports the top three proposals and would emphasize keeping the spaces flexible to allow them to evolve.

Councilmember Robertson stated the growing enrollment warrants the enhancing the options at the Senior Center.

Councilmember Kims requested cost estimates.

4. COMMUNICATIONS TO BE VOTED ON

1. Town Engineer re Dedication of Ebenezer Landing sanitary sewer system

Motion by Supervisor Dickson, seconded by Councilmember Kims, to accept the dedication of Ebenezer Landing sanitary sewer system: 1432 LF of 8" sanitary sewer, (7) 48" manholes and (1) 60" manhole completed by Tom Greenauer Development, 2699 Transit Road, Elma NY 14059, under Public Improvement Permit No. 25-01, noting the town has received the maintenance bond and the easement description.

Ayes: All

Noes: None

Motion Carried
APPENDICES

2. Highway Superintendent Adams re Highway facility drains

Motion by Supervisor Dickson, seconded by Councilmember Robertson, to approve the bidding process for the installation of interior trench drains, oil/water separator, and other related plumbing work at the West Seneca Highway Facility (former Gemcor facility), noting this project is essential for improving the facility's drainage and waste management systems and the estimated cost for this work is between \$50,000 and \$150,000 and will be funded through the \$4 million bond.

Ayes: All

Noes: None

Motion Carried

3. Highway Superintendent Adams re Attendance at Advocacy Day Meeting

Motion by Supervisor Dickson, seconded by Councilmember Robertson, to authorize the attendance of the Highway Superintendent and Deputy Highway Superintendent at an advocacy meeting in Albany, New York, March 4 - 5, 2025, at a cost not to exceed \$500 to be paid from the continuing education line 01501000.50414.

Ayes: All

Noes: None

Motion Carried

4. Chief Cosgrove re Attendance at Law Enforcement Training Directors Association Spring Conference

Motion by Supervisor Dickson, seconded by Councilmember Robertson, to authorize Captain James Unger to attend the Law Enforcement Training Directors Association Spring Conference in Lake Placid, NY from April 16-18, 2025, noting there is no course fee and the associated costs for this training, to include lodging and meals, is not to exceed \$300 to be paid from the 2025 training budget line 001.3120.50459

Ayes: All

Noes: None

Motion Carried

5. Director of Finance re 2025 Budget Transfer – Personnel

Motion by Supervisor Dickson, seconded by Councilmember Robertson, to authorize the following 2025 budget transfer for an adjustment to the Personnel Department – Salaries of Department Heads and Expenses:

Increase

\$ 80,000.00 01143000.50100 – Personnel/Dalaries of Dept. Heads
\$ 4,000.00 01143000.50414 – Personnel/Continuing Education and Training
\$ 11,000.00 01143000.50216 – Personnel/Computer Software
\$ 95,000.00 Total Increases

Decrease

\$ 95,000.00 01143000.50451 – Personnel/Professional Services
\$ 95,000.00 Total Decreases

Ayes: All

Noes: None

Motion Carried

6. Director of Finance re 2024 Budget Transfer – Town Clerk

Motion by Supervisor Dickson, seconded by Councilmember Robertson, to authorize the following 2024 budget transfer for an adjustment to the Town Clerk’s Department – to cover over budget expenses:

Increase

\$ 25.00 01141000.50406 – Town Clerk – Membership Dues
\$ 881.00 01141000.50419 – Town Clerk - Supplies
\$ 906.00 Total Increases

Decrease

\$ 25.00 01141000.50414 – Town Clerk – Continuing Education and Training
\$ 881.00 01143000.50137 – Town Clerk – Salaries of Account Clerks
\$ 906.00 Total Decreases

Ayes: All

Noes: None

Motion Carried

7. Recreation Supervisor Masset re Buffalo Bombers

Motion by Supervisor Dickson, seconded by Councilmember Robertson, to authorize the Supervisor to execute the necessary documents to enter into an agreement with the insured D/B/A Sportsplex Operator

Ayes: All

Noes: None

Motion Carried

5. WARRANT

Motion by Supervisor Dickson, seconded by Councilmember Kims, to approve the vouchers submitted for audit, chargeable to the respective funds as follows:

General Fund: \$ 329,924.34
Highway Fund: \$ 213,109.70
Trust & Agency: \$ 26,200.00
Capital Fund: \$ 40,416.30
Sewer Districts: \$ 4,141.37
Water Districts: \$ 6,558.98
Drainage District: \$ 0.00
Gas Conversion Lighting Districts: \$ 25.72
Electric Lighting Districts: \$ 32.83

Total: \$ 620,409.24

Ayes: All

Noes: None

Motion Carried

6. REPORTS FOR FILING

1. Town Clerk Newton re Town Clerk monthly report for January 2025

Received and filed

ISSUES OF THE PUBLIC

Beverly Leising, Harwood Road, made the following comments and questions:

- ✓ Requested an update on the deer cull and how many deer the town can take – Supervisor Dickson stated the cull is underway and the town is limited to the number of participants and budget
- ✓ What is the cost per deer – Supervisor Dickson stated \$50 per deer and additional \$20 if they are taken to the processor
- ✓ Will taxes be lowered for low-income developments, for example Clinton Street – Supervisor Dickson stated the Town Assessor will attend a future meeting

Deputy Supervisor Greenan read the following comments from Facebook:

- ✓ Concerned about check washing and asked if the mailbox outside of Town Hall is monitored – Chief Cosgrove stated the cameras pointing at the parking lot move and cannot guarantee when the mailbox is under surveillance and recommended people take their mail into a post office. Supervisor Dickson stated the Town Clerk has a secure drop box just inside the doors of Town Hall. Town Clerk Newton stated two residents were affected by this when paying their taxes and added a second drop box is in the hallway outside of the Town Clerk's Office. Another payment option is making an online payment through the town's website using a checking account for a nominal fee of \$1.75.
- ✓ Thank you for the efforts of the Town Board and Highway Department

Courtney Fallon, Treehaven Road, made the following comments and questions:

- ✓ What is the price of the Community Center and Library referring to the \$30,000 paid to Clark Patterson Lee in the fall of 2022 – Supervisor Dickson stated the town decided to wait until the Gemcor building was completed before moving forward with the Community Center and Library Building.
- ✓ Why would the completion cost \$500,000 - \$600,000 – Supervisor Dickson stated that was the

estimate from Clark Patterson Lee.

Mitchell Stauch, Flohr Avenue, made the following comments and questions:

- ✓ He is concerned that property owners that block sidewalks and do not clear the snow are not being held accountable – Chief Cosgrove stated when the Police Department is made aware of blocked sidewalks, they will address them and the Code Enforcement Office addresses sidewalks that are not shoveled. Mr. Schieber stated that some property owners are very space constrained and acknowledged that the office addresses sidewalks throughout the winter months. Sometimes property owners are taken to court. It is a monumental task to address snow clearing and high traffic areas are prioritized. Councilmember Robertson stated property owners need to be responsible.
- ✓ Will the new apartment complexes on Clinton Street and Orchard Park Road comply with Code 120-66 and provide bike parking at 10% of the capacity of car parking – Mr. Schieber stated the applicants will return to the Planning Board where this requirement will be discussed.
- ✓ Is there a mailing list for Town Board meeting notification – Town Clerk Newton stated an email will be sent to the previous list of subscribers and anticipates the new agenda and meeting software to be launched in the next month. The Town Board meetings are scheduled for the 2nd and 4th Mondays of the month.

Leah, Flohr Avenue, made the following comments and questions:

- ✓ Thanked the Town Board for denying the proposed cannabis dispensary
- ✓ In favor of second compost site – Supervisor Dickson confirmed the Town Board approved this.
- ✓ What are Communications Items 10 – 13 – Supervisor Dickson stated the items are use of town facilities contracts.

COMMUNICATIONS BY BOARD MEMBERS AND DEPARTMENT HEADS

Chief Cosgrove

- Reminded all that the parking ban is in effect for a few more weeks

Director of Senior Services Lignos

- Anti-fraud and theft classes are being held
- University Express is upcoming as well as summer programs
- Monthly newsletter is available at the Senior Center and online
- Very simple application process for membership for ages 50+

Municipal Director of Human Resources Scibetta

- Focusing on recruitment for summer Recreation Department positions

Councilmember Robertson

- Environmental Commission is working through the tree grant process
- Open positions on the Environmental Commission and Senior Services Advisory Board

Councilmember Breidenstein

- Annual Chamber of Commerce awards dinner this week
- Semiquincentennial Commission has begun meeting
- The appointment of 17 lifeguards and a pool supervisor in February must be a record
- Upcoming Planning Board meeting will hear a proposal on the old Flappy's property

Supervisor Dickson

- Moody's upgraded the town's bond rating from A1 to AA3

- New owners of the Seneca Mall property anticipate appearing at the Planning Board in March
- Attended a meeting about interest at the Southgate Plaza

Councilmember Kims

- Reminded all to keep sidewalks and fire hydrants clear and to help neighbors

Councilmember Piekarec

- Repeated the reminder to keep fire hydrants cleared
- Reminded all that exemption applications are due to the Assessors Department March 1st

Town Attorney Trapp

- Many upcoming local law changes including cannabis, Ethics Code, battery storage, parking fines and outdoor music

Code Enforcement Officer Schieber

- The Office of Emergency Management stays active and works with the City of Buffalo regarding ice jams
- The Code Enforcement Office with assistance from the Police Department and First Responders will be holding first aid training for employees

Town Clerk Newton

- Senior Center fliers will be on the bulletin board in the Town Clerk's Office hallway
- Taxes are coming due, and the Town Clerk's Office has special hours which are listed on the back of the bills
- Currently 56% of the warrant amount is collected and thanked the office staff for their hard work

Deputy Supervisor Greenan

- Invitations for selected Farmers Market vendors have been mailed
- Thanked the Town Board for the support of the composting program noting the program will divert approximately 22,000 pounds of food scraps from the landfill

ADJOURNMENT

Motion by Supervisor Dickson, seconded by Councilmember Robertson, to adjourn the meeting at 7:24 P.M.

Ayes: All

Noes: None

Motion Carried

Continuation of Town of West Seneca Composting Program: Phase III Proposals

~~Option 1: Subsidized Pick Up Service and Free Drop Off Program~~

~~Total Yearly Maximum Cost to Town: \$11,283 (approximate)~~

Option 2: Continuation of Current Municipality Sponsored Drop Off Program

- a) One location - 120 households max - Total Yearly Maximum Cost to Town: \$5,100
 - i) **Program Summary:** Farmer Pirates Compost would continue to offer the drop off composting program option to households in West Seneca. The drop off program will run exactly as the current pilot operates, open to 120 households to use free of cost. Participants collect food scraps at home and drop off at the drop off location as needed. Farmer Pirates services the drop off totes weekly.
 - ii) **Projected Impact:** The drop off program has the potential to collect and divert ~17,583 lbs or 8.79 tons of food scraps from 120 households in one year with Option 2a.
 - iii) **Cost Breakdown:**
 - Drop off - up to 120 households
 - Town cost: \$5,100/year
 - Household cost: Free
- b) Two locations - 120 households max -Total Yearly Maximum Cost to Town: \$5,685
 - i) **Program Summary:** Farmer Pirates Compost would continue to offer the drop off composting program option to households in West Seneca. Except for the addition of a second drop off location, this program will run exactly as the current pilot operates, open to 120 households to use free of cost. Participants collect food scraps at home and drop off at *one of the two drop off locations* as needed, with the second drop off location opening in the beginning of May 2025. Farmer Pirates services the drop off totes at both locations weekly.
 - ii) **Projected Impact:** The drop off program has the potential to collect and divert ~17,583 lbs or 8.79 tons of food scraps from 120 households in one year with Option 2b.
 - iii) **Cost Breakdown:**
 - Drop off - up to 240 households
 - Town cost: \$5,685/year
 - Household cost: Free
- c) Two locations - 160 households max- Total Yearly Maximum Cost to Town: \$6,465
 - i) **Program Summary:** Farmer Pirates Compost would continue to offer the drop off composting program option to households in West Seneca. This drop off program would include two drop off locations and open to 160 households to use free of cost. Participants collect food scraps at home and drop off at *one of the two drop off locations* as needed, with the second drop off location and the household increase beginning May 2025. Farmer Pirates services the drop off totes at both locations weekly.
 - ii) **Projected Impact:** The drop off program has the potential to collect and divert ~21,963 lbs or 10.98 tons of food scraps from 160 households in one year with Option 2c.
 - iii) **Cost Breakdown:**
 - Drop off - up to 160 households
 - Town cost: \$6,465/year
 - Household cost: Free

TOWN OF WEST SENECA



ENGINEERING DEPARTMENT

TOWN SUPERVISOR
GARY A. DICKSON
TOWN COUNCIL
JEFF PIEKAREC
SCOTT ROBERTSON
ROBERT BREIDENSTEIN
SUSAN KIMS

2/5/2024

Mr. Leonard F. Kowalski, P.E.
Executive Engineer
Erie County Water Authority
3030 Union Road
Cheektowaga, NY 14227

**Re: Town of West Seneca
Transfer of Water Service to ECWA**

Dear Mr. Kowalski:

As you know, the Town of West Seneca's water system is divided into two areas: one managed by the Erie County Water Authority (ECWA) under the Lease Manage Agreement and the other as a Direct Service area. Approximately every two years, ECWA provides the Town with a list of recommended water main improvements within the Lease Managed area based on breaks and leak history. Over the years, the Town has made numerous improvements from these lists but the number of replacements has remained fairly consistent due to the addition of other replacements.

In 2023, the Town of West Seneca established an overlay water district encompassing all existing eight (8) individual water districts (Water Districts 1, 2, 3, 4, 6, 7, 8, 9) within the Lease Manage area to help spread out the financial impact to water customers for the improvements within each individual water district.

The Town of West Seneca's intention is to convert the remaining Lease Manage area to Direct Service. We understand that this requires completing all the recommended water main replacements and potentially making other improvements and upgrades within the water system. Given the magnitude of the project and expected financial impact to water customers, the Town is planning to complete the work in phases over several years instead of a single large project. This approach would allow the Town to take advantage of various grant and funding opportunities to help reduce costs, minimizing the financial burden on the water customers. Once all the required improvements are complete within a particular district, we would then like to convert the individual district from Lease Manage to Direct Service.

Our goal is to prepare an Engineering Report which outlines the necessary water main replacements and other upgrades needed for the transfer for service including preliminary costs and a phased schedule for transferring the Lease Manage areas to Direct Service water district by water district. For planning purposes, we would like to determine the total estimated project costs based on the current list of water main replacement projects and the costs for all other improvements that are required for the transfer service to ECWA.

Please provide the Town with an updated list of water main replacement projects, a list of any other improvements that are needed for the transfer and confirm if this phased transfer approach is acceptable.

Upon your review, please do not hesitate to reach out to me with any questions or if you need any additional information.

Very truly yours,



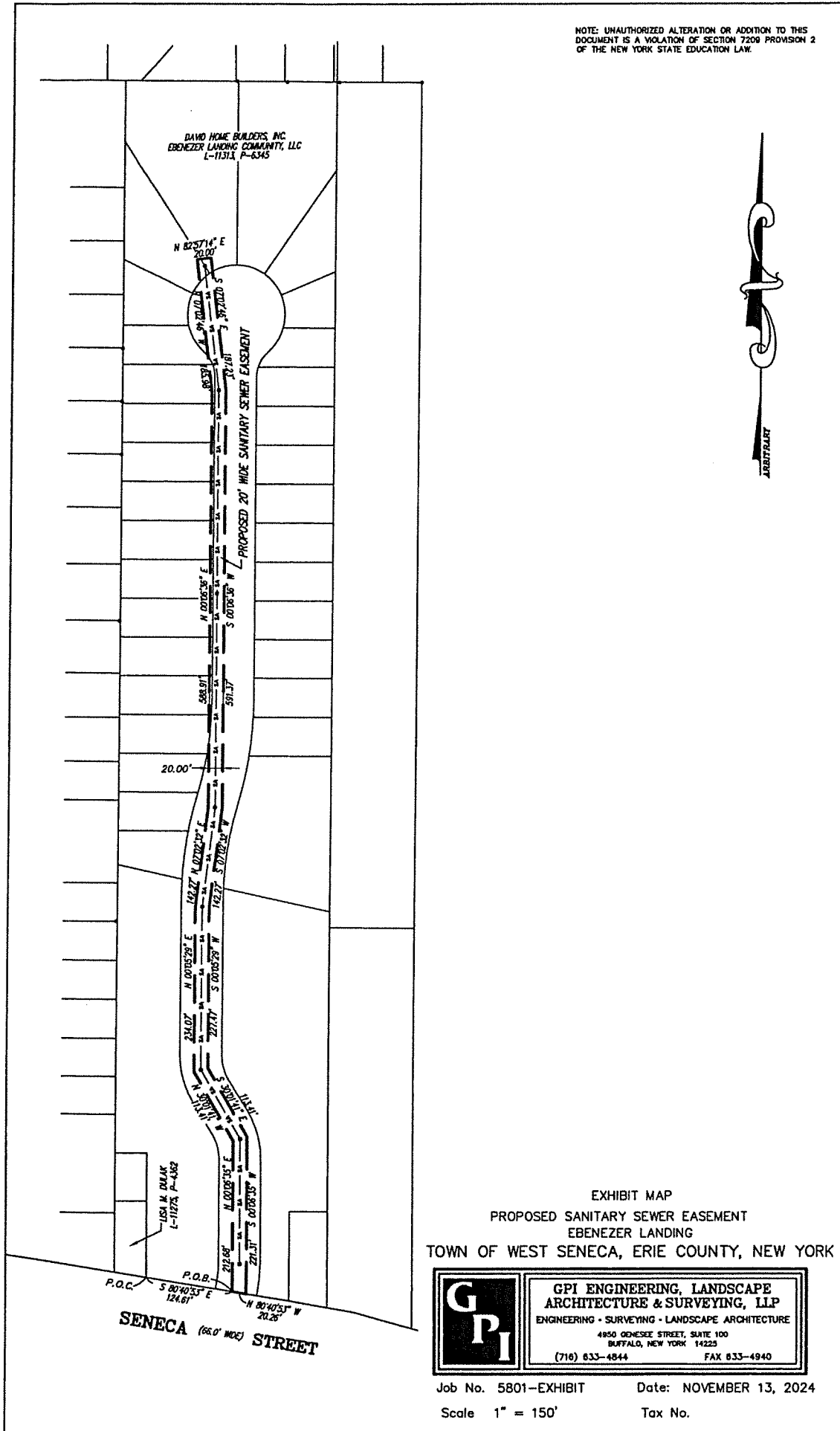
Jason A. Foote, P.E.
Town Engineer

Cc: Files
Supervisor Dickson & Town Board Members
Town Attorney

Last Name	First Name	Title	Hourly Rate of Pay
Banks	Delaney	Lifeguard PT	\$17.00
Frey	Brady	Lifeguard PT	\$17.00
Giammaresi	Juliana	Lifeguard PT	\$17.00
Harper	Jack	Lifeguard	\$22.50
Hartman	Tyra	Recreation Leader	\$21.00
Lopez	Carly	Lifeguard PT	\$18.00
Margarone	Sophia	Lifeguard PT	\$17.00
Morris	Carolyn	Lifeguard PT	\$17.00
O'Neil	Aidan	Lifeguard PT	\$17.00
Rados	Lucy	Lifeguard PT	\$17.00
Ray	Cooper	Lifeguard PT	\$18.00
Renzoni	Olivia	Lifeguard PT	\$17.00
Robertson	Lily	Lifeguard PT	\$17.00
Robertson	Sophie	Lifeguard PT	\$17.00
Skrzypczyk	Adam	Lifeguard PT	\$17.00
Skrzypczyk	Emily	Lifeguard PT	\$18.00
Urbanski	Loralei	Lifeguard PT	\$18.00
Warnes	Matthew	Lifeguard PT	\$17.00

2.10.2025

NOTE: UNAUTHORIZED ALTERATION OR ADDITION TO THIS DOCUMENT IS A VIOLATION OF SECTION 7209 PROVISION 2 OF THE NEW YORK STATE EDUCATION LAW.



DAVID HOME BUILDERS, INC.
EBENEZER LANDING COMMUNITY, LLC
L-1131A, P-6345

USA M. DULAK
L-11275, P-4382

SENECA STREET (66.0' WIDE)

EXHIBIT MAP
PROPOSED SANITARY SEWER EASEMENT
EBENEZER LANDING
TOWN OF WEST SENECA, ERIE COUNTY, NEW YORK

GPI	GPI ENGINEERING, LANDSCAPE ARCHITECTURE & SURVEYING, LLP
	ENGINEERING - SURVEYING - LANDSCAPE ARCHITECTURE
	4950 GORSEEX STREET, SUITE 100 BUFFALO, NEW YORK 14223
	(716) 633-4844 FAX 633-4940

Job No. 5801-EXHIBIT Date: NOVEMBER 13, 2024
Scale 1" = 150' Tax No.