

## WEST SENECA ENVIRONMENTAL COMMISSION (WSEC) MEETING AGENDA

March 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, Ryan Taylor, Ben Szablewski, Town Board Liaison: Scott Robertson

### Agenda

- 1) Welcome
- 2) Approval of January 9, 2025 and February 6, 2025 meeting minutes
- 3) Issues of the Public
- 4) Correspondence
- 5) Ongoing Commission Projects
  - a. Trees
    - 1) NYSDEC Grant for Tree Inventory and Community Forestry Management Plan (CFMP)
      - a) As per actions from the grant team plan of action meeting on January 15, 2025:
        1. Agree on core team members from the environmental commission.
        2. Agree on a facilitator and 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 (an authorized agent for procurement), including assisting with the review of bides once received.
        5. Agree on sharing the load of grant implementation items across all co mission members. Examples include preparing press releases, maintaining social media accounts with grant information, scheduling and attending public outreach meetings on the grant purpose and status.
        6. Utilized the grant work plan as per the grant application and contract to track progress and document status. Note: This was not in the 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.
  - b. Education
    - 1) Status of the setting the room at BNAC. - Barb Lipiew, Evelyn Hicks, Brittany Hernon
- 6) Governance
  - 1) Vacancies exist for 2 commission members, including 1 for a youth member.
  - 2) A motion and vote to approve Danielle Bagley as an associate commission member.
  - 3) Complete Annual Financial Disclosure Form and provide the form to the Town Clerk.
- 7) New Business
  - 1) 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 Council.
- 8) Adjourn

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

January 9 (Small Conference Room in the Community Center) - Complete

February 6 - Complete

March 6

May 1

June 5

September 4

October 2

November 6

December 4