



4. Motion by Councilman Hanley, seconded by Supervisor Meegan, that Kimberly S. Conidi and Jon F. Minear be appointed Town Prosecutors at an annual salary of \$8,500 each effective January 1, 2019 and authorize the Supervisor to complete and sign the necessary forms for Erie County Personnel.

Ayes: All

Noes: None

Motion Carried

Town Clerk Jacqueline Felser administered the oath of office to Town Prosecutor Kimberly Conidi.

5. Motion by Councilman Hanley, seconded by Councilman Hart, that Kimberly S. Conidi be appointed Deputy Town Attorney at an annual salary of \$4,000 effective January 1, 2019 and authorize the Supervisor to complete and sign the necessary forms for Erie County Personnel, noting the Deputy Town Attorney's services shall be limited to providing counsel to the Zoning Board of Appeals.

Ayes: All

Noes: None

Motion Carried

6. Motion by Councilman Hanley, seconded by Councilman Hart, that Jon F. Minear be appointed Deputy Town Attorney at an annual salary of \$4,000 effective January 1, 2019 and authorize the Supervisor to complete and sign the necessary forms for Erie County Personnel, noting the Deputy Town Attorney's services shall be limited to providing counsel to the Board of Ethics.

Ayes: All

Noes: None

Motion Carried

7. Motion by Councilman Hanley, seconded by Supervisor Meegan, that Clark, Patterson, Lee be hired as the provider of engineering services to the town at a cost not to exceed \$75,000 per year.

Ayes: All

Noes: None

Motion Carried

8. Motion by Councilman Hanley, seconded by Councilman Hart, that Harris Beach PLLC be retained as bond counsel for the Town of West Seneca for all financing matters, noting services will be performed at the fees and charges as described in the Harris Beach bond counsel engagement agreement dated December 12, 2018 and the Supervisor is hereby authorized to complete and execute a retainer agreement with said firm for all financing matters in substantially the same form as said December 12, 2018 agreement for the Town of West Seneca.

Ayes: All

Noes: None

Motion Carried





20. (continued)

2 year term effective January 1, 2019 – December 31, 2020

Aubrey Murphy

Youth – 1 year term effective January 1, 2019 – December 31, 2019

Matthew Roche

Ayes: All

Noes: None

Motion Carried

21. Motion by Councilman Hanley, seconded by Councilman Hart, to appoint Patricia Wass to the Library Board effective January 1, 2019 for a five (5) year term ending December 31, 2023.

Ayes: All

Noes: None

Motion Carried

22. Motion by Councilman Hanley, seconded by Councilman Hart, that the annual salaries of the Zoning Board of Appeals and Planning Board be set at \$5,946 for the Chairman of each board and \$4,032 each for the other members of each board effective January 1, 2019 and authorize the Supervisor to complete and sign the necessary forms for Erie County Personnel, noting that members of each board will be paid one-twelfth of the annual salary with absences paid at the discretion of the Chairman; however, three (3) missed meetings could be reason for removal from the board.

Ayes: All

Noes: None

Motion Carried

23. Motion by Councilman Hanley, seconded by Councilman Hart, that Timothy Elling be appointed as Chairman of the Zoning Board of Appeals effective January 1, 2019 for a five (5) year term ending December 31, 2023.

Ayes: All

Noes: None

Motion Carried

24. Motion by Councilman Hanley, seconded by Councilman Hart, that Dale McCabe be appointed to the Planning Board effective January 1, 2019 for a seven (7) year term ending December 31, 2025.

Ayes: All

Noes: None

Motion Carried

25. Motion by Councilman Hanley, seconded by Councilman Hart, that Jacqueline A. Felser be appointed Secretary to the Planning Board at an annual salary of \$4,300 effective January 1, 2019 and authorize the Supervisor to complete and sign the necessary forms for Erie County Personnel.

Ayes: All

Noes: None

Motion Carried















54. (continued)

and any emergency meeting at the call of the Supervisor. Special meetings shall be held at the call of the Town Clerk of the Town of West Seneca upon written request of at least two (2) members of the Town Board. Notice in writing stating the time, place and purpose of the special meeting shall be served personally upon each member of the Town Board at least forty eight (48) hours before the date fixed for holding the meeting. Only business specified in the notice thereof may be transacted at a special meeting. In accordance with the Open Meetings Law, the public and news media shall be given reasonable notice of any special meeting and all further executive sessions shall be public except for specific purposes allowed by law.

Ayes: All

Noes: None

Motion Carried

55. Motion by Councilman Hanley, seconded by Councilman Hart, subject to the provisions of Section 284 of the Highway Law, to enter into an agreement with the Superintendent of Highways that moneys levied and collected in the town for the repair and improvement of highways and received from New York State for State Aid for the repair and improvement of highways shall be expended pursuant the terms set forth therein.

Ayes: All

Noes: None

Motion Carried

56. Motion by Councilman Hanley, seconded by Councilman Hart, that no town vehicles be used for personal use and all town vehicles, including the equipment in the Highway Department, be identified by decals with the exception of the Police Department vehicles used for detective work and the Police Chief's car and direct the Supervisor to ensure that decals are placed on all cars except those mentioned; town vehicles for take home use shall be provided to the Chief of Police, Highway Superintendent and Supervisor; town vehicles shall not leave the town limits except for use on official town business.

Ayes: All

Noes: None

Motion Carried

57. Motion by Councilman Hanley, seconded by Councilman Hart, that no town equipment may be used for personal use.

Ayes: All

Noes: None

Motion Carried

58. Motion by Councilman Hanley, seconded by Councilman Hart, that in the interest of energy conservation, the operation of a log be continued for each town-owned truck and vehicle as relating to mileage, destination and task accomplished, said log to be reviewed by department head and forwarded monthly to committee chairman responsible for that office; further, no town-owned vehicle except Police Department vehicles shall be left running at any location for any reason; and further, all town vehicles of various department heads, except police and highway, shall be left at Town Hall for general use while individuals are on vacation or any extended time off.

Ayes: All

Noes: None

Motion Carried

59. Motion by Councilman Hanley, seconded by Councilman Hart, that the Town Board sets the following rules relating to use of Highway Department personnel and equipment for emergencies:
1. West Seneca Highway Department is authorized to provide for emergency assistance to the local school systems, fire districts and other municipalities if personnel or equipment are requested;
  2. An emergency must exist and have been declared in the Erie County municipality requesting assistance;
  3. Highway Superintendent will promptly notify the Supervisor of such action and a written summary will be immediately given to the Town Clerk and Town Attorney outlining the details of the emergency service, including the Emergency Operations Center;
  4. Town equipment will be operated by West Seneca employees in the majority of work situations; however, slow-moving vehicles (roller), stationary equipment (air compressor or pumps) and light tools may be loaned to another Highway Department to be used and operated by their employees and fees may be assigned to the municipality that receives long term aid; and
  5. West Seneca Highway Superintendent is authorized to request aid from other towns in Erie County and non-West Seneca personnel and equipment will work under the supervision of the West Seneca Highway Superintendent.

Ayes: All

Noes: None

Motion Carried

60. Motion by Councilman Hanley, seconded by Supervisor Meegan, that John Fenz be designated Step 3 Grievance Officer by the Town Board effective January 1, 2019 without remuneration.

On the question, Councilman Hart suggested Town Attorney Tina Hawthorne be appointed to this position. Councilman Hanley stated Mr. Fenz is working on some projects with human resources and he would like to afford him the opportunity to complete them. Councilman Hart requested that Mrs. Hawthorne be kept informed of any ongoing Step 3 grievances.

Ayes: (2) Councilman Hanley, Supervisor Meegan

Noes: (1) Councilman Hart

Motion Carried

61. Motion by Councilman Hanley, seconded by Supervisor Meegan, that Mark Koller be appointed the town's Fair Housing Officer & Affirmative Action Officer effective January 1, 2019 at an annual stipend of \$1,200 and further direct Mr. Koller to submit an annual report documenting matters handled.

Ayes: All

Noes: None

Motion Carried

62. Supervisor Meegan announced the following personal appointments and committees for the year 2019, noting she and Town Attorney Tina Hawthorne will also be a member of each committee:

Deputy Supervisor                      Councilman William Hanley

COMMITTEES and or LIASONS:

Utility Advisory	Members	Steve Amoia, William P. Hanley Jr., Robert Niederpruem
Engineering & Spec. Districts		Sheila M. Meegan
Police & Public Safety		Sheila M. Meegan
Senior Citizens		Eugene P. Hart
Recreation		William P. Hanley Jr.
Library Advisory		Eugene P. Hart
Highway		Sheila M. Meegan
Insurance		Sheila M. Meegan
Capital Projects		Sheila M. Meegan, Eugene P. Hart William P. Hanley Jr., Matthew English, Steven Tanner
Town Attorney	Liaison	William P. Hanley Jr.
Justice Court	Liaison	Eugene P. Hart
Town Clerk's Office	Liaison	Sheila M. Meegan
Town Assessor's Office	Liaison	Eugene P. Hart
Building and Plumbing Dept.	Liaison	Eugene P. Hart
Revenue Development Committee		Sheila M. Meegan, Eugene P. Hart William P. Hanley Jr.
Safety & Accident Review		William P. Hanley Jr.
Comprehensive Planning Committee		Eugene P. Hart, William P. Hanley Jr., Steven Tanner, Connie Miner, Sheila Meegan

WEST SENECA COMMUNITY ROOM  
1300 UNION ROAD  
WEST SENECA, NY 14224

TOWN BOARD PROCEEDINGS  
REORGANIZATION MEETING  
January 2, 2019  
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62. (continued)

Liaison Members:

Environmental Conservation Committee

Sheila M. Meegan, Eugene P. Hart  
William P. Hanley Jr.

Band Shell Committee

Eugene P. Hart

Solid Waste Committee

Eugene P. Hart

Employee Assistance Program

William P. Hanley Jr., Laura  
Devine, Emily Melski

Human Resources

Sheila M. Meegan, Emily Melski

**ADJOURNMENT**

Motion by Supervisor Meegan, seconded by Councilman Hanley, to adjourn the meeting at 6:40 P.M.

Ayes: All

Noes: None

Motion Carried

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JACQUELINE A FELSER, TOWN CLERK