

WEST SENECA COMMUNITY ROOM
1300 Union Road
West Seneca, NY 14224

TOWN BOARD PROCEEDINGS
Work Session
July 15, 2019

Supervisor Sheila M. Meegan called the work session to order at 3:00 P.M. with the Pledge of Allegiance led by Jeffrey Schieber.

ROLL CALL:	Present -	Sheila M Meegan	Supervisor
		Eugene P Hart	Councilman
		William P Hanley, Jr.	Councilman
		Tina Hawthorne	Town Attorney
		Jacqueline A Felser	Town Clerk
		Daniel Denz	Chief of Police
		Jeffrey Schieber	Code Enforcement Officer
		Steven Tanner	Town Engineer
		Megan Wnek	Director of Finance
		Lauren Masset	Recreation Supervisor
		Laura Devine	Human Resources Director
		Emily Melski	Chief of Staff
	Absent -	Matthew English	Highway Supt.
		Mary Josefiak	Senior Recreation Therapist of Senior Services

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

CODE ENFORCEMENT OFFICER JEFFREY SCHIEBER

- Report on the Burchfield Center repairs – The Code Enforcement Office along with the Town Engineer, Buildings & Grounds Department and local contractors inspected the building and all are in agreement with the repairs needed:
 - ✓ Shore up two gallery areas which are the portions of the roof that are flat
 - ✓ Demolish walls in poor condition and install masonry units to windowsill height to eliminate wood below grade; install new windows
 - ✓ Repair flat roof areas with the application of liquid coating with reinforcement
 - ✓ Remove fiberglass insulation and spray roof structure with foam; new roof shingles and siding; cost of roofing, siding and windows is approximately \$200,000
 - ✓ Abandon mechanicals that are installed above the ceiling and install new mechanicals at ground level; cost is approximately \$140,000
 - ✓ Repairs inside the building – minor electrical, floors, ceiling, etc.
 - ✓ Rough numbers from contractors is around \$500,000 and encompasses an allowance for unexpected findings; approximately a six month process
 - ✓ Cost to demolish the building is approximately \$40,000 to \$45,000; Town Engineer Steve Tanner estimated \$350 per sf to rebuild, totalling \$1.9 million based on square footage
 - ✓ Portions of repairs may be able to be performed by town employees – i.e. shoring up the existing roof; demolishing exterior walls and windows; regrading exterior and planting grass seed; reinstalling electrical; drywall, paint, trim & doors
 - ✓ Main roof and siding would go to bid; no bid is required for brick work due to cost

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- Carol Yetter from the Burchfield Center expressed concern on the time frame for the decision to repair and requested to be informed of any future information or decisions. She further stated Buildings & Grounds employees were on site to remove raccoons that recently entered the building.

RECREATION SUPERVISOR LAUREN MASSET

- July is National Parks & Recreation month; residents are encouraged to obtain a valid resident ID card and check out what the Recreation Department has to offer at both low cost and no cost; a list of amenities at each park can be found online or in the Recreation Department.
- Open interviews for a part-time Clerk Typist will be held July 31, 2019, 2:00 – 3:00 PM; applications for various fall positions are being accepted; see website for more information

TOWN ENGINEER STEVEN TANNER

- Bid award for animal shelter improvements project – low bid was from MGR Constructors for \$154,000

CHIEF OF STAFF EMILY MELSKI

- Farmer’s Market – next Thursday is Celebrate Summer event with the Lions Club

EXECUTIVE SESSION

Motion by Supervisor Meegan, seconded by Councilman Hanley, to recess to executive session at 3:30 P.M. to discuss two contractual issues, two personnel disciplinary issues, Burchfield litigation and the NYSDEC consent order.

Ayes: All

Noes: None

Motion Carried

Board members returned from executive session at 4:25 P.M. and the work session concluded.


JACQUELINE A FELSER, TOWN CLERK