

Supervisor Gary Dickson called the meeting to order at 6:00 P.M. The Pledge of Allegiance was led by Chief Denz.

ROLL CALL: Present - Gary Dickson Supervisor
William Bauer Councilman
Joseph Cantafio Councilman
William P. Hanley, Jr. Councilman
Jeff Piekarec Councilman

Absent - None

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

MINUTES TO BE APPROVED

- Motion by Supervisor Dickson, seconded by Councilman Hanley, to approve Minutes #2020-05 of March 2, 2020.

Ayes: All

Noes: None

Motion Carried

Supervisor Dickson: For the benefit of the audience we cannot do the public hearings now because this is a closed meeting. So we are going to start the hearings and then we'll just table them. We are going to open them, but don't think we're pulling a fast one.

LEGAL NOTICES

1. Motion by Supervisor Dickson, seconded by Councilman Hanley, that proofs of publication and posting of legal notice: "OF A PUBLIC HEARING TO CONSIDER A REQUEST FOR A SPECIAL PERMIT FOR PROPERTY LOCATED AT 1220 SOUTHWESTERN BOULEVARD, BEING A PART OF LOT NO. 393, CHANGING ITS CLASSIFICATION FROM C-1 TO C-2(S), FOR CONSTRUCTION OF THREE- TWO STORY, EIGHT UNIT APARTMENT BUILDINGS" in the Town of West Seneca be received and filed.

Ayes: All

Noes: None

Motion Carried

Motion by Supervisor Dickson, seconded by Councilman Piekarec, to open the public hearing.

Ayes: All

Noes: None

Motion Carried

Motion by Councilman Hanley, seconded by Councilman Cantafio, to table the public hearing.

Ayes: All

Noes: None

Motion Carried

LEGAL NOTICES (continued)

2. Motion by Supervisor Dickson, seconded by Councilman Hanley, that proofs of publication and posting of legal notice: "OF A PUBLIC HEARING TO CONSIDER A REQUEST FOR A HOME OCCUPANCY PERMIT FOR A HOME BASED RETAIL BUSINESS AT 55 SOUTH PIERCE STREET" in the Town of West Seneca, be received and filed.

Ayes: All

Noes: None

Motion Carried

Motion by Supervisor Dickson, seconded by Councilman Hanley, to open the public hearing.

Ayes: All

Noes: None

Motion Carried

Motion by Councilman Piekarec, seconded by Councilman Hanley, to table the public hearing.

Ayes: All

Noes: None

Motion Carried

Supervisor Dickson: So now we're going to move onto a presentation of Councilman Bauer about the Burchfield Nature and Art Center Repairs Project.

PRESENTATION OF DEPARTMENT HEADS

Councilman Will Bauer: I'd like to have you look at some information I gave you. *See attachments* There's photographs, there's descriptions of the work that have been investigated, and also there's a cost breakdown analysis of the repair work. When we put this package together we took a look at all the repairs that were going to be required and pretty much bid this job like it would bid a regular job out in the private sector. We ended up breaking it down into a bunch of smaller parts and pieces and we put the budget together that way.

This presentation and open discussion is intended to update the current town board and well as the West Seneca residents as the outcome of our recent investigation of the current condition of the Burchfield Art and Nature Center.

First a little background of the Burchfield building:

- The building was originally constructed in 2000, for the West Seneca chapter of Americorps utilizing federal grant money.
- The West Seneca chapter of Americorps was disbanded in 2010 and the building was turned over to the Town of West Seneca.
- In January of 2017, it was discovered that the building was experiencing some structural deterioration and the building was vacated by the town employees that occupied it at that time.
- In March of 2018, a portion of the building that was safe to occupy was segregated off and was again utilized by the Burchfield volunteer group.

PRESENTATION OF DEPARTMENT HEADS (continued)

- In mid-January 2020, I reached out to a hand full of construction knowledgeable current town employees to meet at the Burchfield to inspect the structure and brainstorm the most cost effective method to rebuild the damaged areas of the building. After several on site meetings, we have pinpointed the needed repairs and calculated the estimated costs to complete these tasks.

The intent of our efforts this year are to identify all of the repairs that need to be completed and put our efforts toward just repairing the structural deficiencies this fiscal year and complete the non-essential repairs over the next couple of years. We are phasing these repairs in order to be fiscally responsible to the town of West Seneca and to coordinate with the town's current cyclical work force. The repairs in later years will be addressed in the fall for budgeting in the 2021 town fiscal budget.

The handouts that are available at tonight's meeting are a brief explanation of the areas of concern that need to be completed in order to have the main concourse and the east and west wings repaired. The repairs are very detailed in the report as well as in the related cost estimate. I will spare everyone from going through these estimates line by line, but I will give you a brief description by area.

- East concourse –jack up and stabilize the structure, remove and replace the exterior walls, install new underdrain around the perimeter and restore the interior and exterior wall coverings. Replace existing paver bricks on patio.
- Main concourse – repair truss bracing and drywall ceiling, install shiplap ceiling planks and paint concourse.
- West concourse - jack up and stabilize the structure, remove and replace the exterior walls, cut down and regrade the exterior grade around the west end of the building and restore the interior and exterior wall coverings

Schedule of work in 2020:

It is anticipated that the work on the east and main concourse may be completed by the end of August 2020 with the remainder of the work on the west concourse to be completed behind the existing glass wall in the main concourse by late October of 2020.

A critical factor in fact of this work being very cost effective and quickly executed is the cooperation and efforts of Brian Adams - Highway Superintendent, Steve Amoia – Supervisor of Buildings and Grounds, Jeff Schieber – of Code Enforcement, Brian Cummins – President of the CSEA Union and Carol Yetter – of "Friends of the Burchfield". We must be cognizant of the fact that the town employees that are doing the work on the Burchfield all have regularly scheduled job duties that will take precedence over the Burchfield repairs.

PRESENTATION OF DEPARTMENT HEADS (continued)

Cost of work:

In 2017 and again in 2019, the town administration was supplied estimated repair costs of \$500,000. My project cost estimate for the repairs to be completed in 2020 is approximately \$95,000.

There are rough estimates of \$160,000 for work in 2021 for a new HVAC system and another \$100,000.00 for a reroof and attic insulation of the building from the original half million dollar budget that need to be reviewed and fiscally examined.

Through recent meetings with Town Board members Joe Cantafio and Bill Bauer and our New York State Assemblyman Pat Burke and his staff members we were able recognize the positive influence that the Burchfield and its volunteers have on our community. NYS Assemblyman Pat Burke has generously agreed to provide \$100,000 to the Town of West Seneca for the 2020 structural repairs to the Burchfield Art and Nature Center.

With this funding from Assemblyman Burke, we will be able to complete all of the structural repairs to the Burchfield Art and Nature Center in 2020 at no additional cost to the taxpayers of the town of West Seneca.

The West Seneca Town Board is very grateful for this funding as well as Pat Burkes' continued sponsorship of our needs in the community and his friendship with the residents of the Town of West Seneca.

Supervisor Dickson: Thank you. Bill, from your experience in construction could you give just a very rough idea of what it would cost if that building was torn down and rebuilt?

Councilman Bauer: I don't know that offhand, we had estimates back I think in 2017 and 2019; one was a half a million dollars.

Councilman Hanley: Supervisor I don't recall what that number was but that was a discussion passed about taking that building down and putting up a new type, maybe even a steel structure type, but I don't think we ever went out for pricing on those.

Supervisor Dickson: Regardless it's a lot more. And this could be an opportunity to use state money to repair it at a significant, really the cost of the town being the labor of our employees basically, and potentially some future costs but those are all optional. So this works stops the deterioration, the building has been deteriorating ever since it was discovered it was in bad shape and this stops all that, is that correct?

PRESENTATION OF DEPARTMENT HEADS (continued)

Councilman Bauer: That's exactly correct. We end up bringing the building back to its original condition when it was built. There's no remodeling, there's no upgrading, very minimal. The intent is to bring it back to its original condition.

Highway Superintendent Brian Adams: It all has to do with going through the prior designs with Councilman Bauer and a few other town employees; you know we've noticed a lot of issues when it was originally constructed and so by us going in to do these repairs and we can add some preventative steps as well so we know that no weather or any type of future issues would occur.

Councilman Piekarec: On your request to approve it on your email you don't list a specific amount on that request are we just simply approving tonight for 2020 or are we doing all three years of the life of it? Are we going to put a cap on it or...

Councilman Bauer: The intent is to just do it for 2020 with the budget of approximately \$94,000 and the money from the State Assemblyman of \$100,000 for the budget.

Councilman Piekarec: Are we fronting the money then getting from the state after that or no?

Councilman Bauer: Yes we are. We have a letter from the Assemblyman authorizing the payment. We talked to Megan Wnek, the Director of Finance, and she said that's all we need to go forward with that.

Supervisor Dickson: My preference would be if we, because the public hasn't had a chance to see this is that correct?

Councilman Bauer: That's correct.

Supervisor Dickson: Maybe we could put it online and then actually vote on the decision at the next Town Board Meeting which is only a week from Monday so ten eleven days something like that.

Councilman Bauer: That's fine. And also to finish the answer for your question they have budget numbers they had put out there for the HVAC system upgrades for next year. The system's still running but it's pretty much on its last legs and per the design part of the problems we're having is the design of the HVAC system in the attic and that's having an effect on the ice on the building and the roof section. So we'll address the 2021 and 2022 budgets the same way we addressed the 2020 budget by having a group of us get together, take a look at it shop it out the best we can find out what we can utilize our town work forces to do as much work as possible to save some money.

Councilman Piekarec: That \$94,000.00 is only for materials it does not include any of our town labor that's already been budgeted correct? We're not using any overtime for this?

Councilman Bauer: No, the intent is not to have any overtime on there.

PRESENTATION OF DEPARTMENT HEADS (continued)

Highway Superintendent Brian Adams: Yeah Jeff as we discussed prior that we know that the Burchfield project is a priority, and you know it's been kind of sitting at a standstill for quite some time.

Councilman Piekarec: We do have other priorities in town, too; sewers, roads, taxes...

Highway Superintendent: We do, 100 percent, as I was going to finish, state that we have an obligation to the residents to also perform those duties on the road, but we can delegate work to the Burchfield project on a need be basis and without causing any disruption to any other service in town. But that would be more of a second priority to road projects and other things like that.

Supervisor Dickson: And plus it's really not certain if it's approved when it would start given the current crisis, things are very flexible.

Councilman Piekarec: So you'll put through an amendment to the communication before approval in which we put through a cap of \$95,000 or \$100,000 in spending? There's no actual number amount in the resolution and we further (not audible).

Highway Superintendent Brian Adams: What was the, I didn't see the commitment letter from Assemblyman Burke.

Councilman Piekarec: Well we do have a commitment letter but that's not the actual formal resolution on it to approve it right now. Right now it just basically says for approval to proceed but it doesn't put a capped amount or anything like that.

Supervisor Dickson: At the moment there's not a motion to do anything, so we can just say if everybody's fine with it we can just do a formal resolution for the next Town Board Meeting, if that's ok with everybody?

Councilman Bauer: Yeah, that's good.

Supervisor Dickson: Amy, can you put this either independently along with or with Assemblyman's on the webpage or maybe even attach as part of the agenda for this one, so it's available soon?

Town Clerk Kobler: We can do both, independently and yes.

Councilman Piekarec: Or we can put it on for the minutes for this meeting or the agenda for the next meeting I think would work; before we vote on it.

Supervisor Dickson: Good.

PRESENTATION OF DEPARTMENT HEADS (continued)

Councilman Cantafio: If I can just add something. I, not being in the construction business, I was so impressed, the way that Bill was able to bid this whole thing out like a job. The amount of money we're going to be able to save and I'm sure that was in large part why Assemblyman Burke was able to get money because he saw down to the dollar what was needed by the many, many years of construction that Councilman Bauer had. I just appreciate the efforts of Councilman Bauer and our Highway Superintendent Adams and the CSEA and Assemblyman Burke putting this all together because I just know one of the things I heard and that I have heard for many years is about the Burchfield and here we are in March and you already have a solution for us at no additional cost for the tax payers, so thank you for your efforts on that to all of you.

Supervisor Dickson: Next up is the public comment on communications, so Mr. Najm if you have any public comments that were received by email or public comments that were received through our Facebook Live please go ahead and ask them and we'll answer them.

Brendon Najm: We received one public comment emailed prior to this meeting beginning, it's from Susan Kims, 99 Covington, I will try and do her justice here, it says:

"I would like to express a huge Thank You to Supervisor Gary Dickson along with Councilmen Jeff Piekarec, Joe Cantafio, Bill Bauer and Bill Hanley for their work on behalf of the residents to move the town in a positive direction.

The Town of West Seneca is facing many financial hurdles in the upcoming year. Negotiations will be ongoing with both the Blue Collar and police Unions whose contracts are due to expire December 31, 2020. These negotiations need to represent fairness to our Town Employees while being mindful of any new Tax Burdens which would then be imposed on each and every resident of the town.

Repairs to the Burchfield Nature and Art Center building will be necessary to prevent further deterioration and protect our investment in the building. The Burchfield has been a wonderful resource and asset serving our residents as well as bringing tourists into our town. Many residents I have spoken to have expressed they would like to see the Burchfield used as it was in the past.

It is also my hope that this Town Board will continue to maintain the openness and transparency which we have see thus far."

There's no actual question, but she did want to provide that comment.

Supervisor Dickson: Thank you Mrs. Kims.

PRESENTATION OF DEPARTMENT HEADS (continued)

Brendon Najm: I've been keeping an eye on the Facebook comments. There is a bunch of comments about different opinions on the Burchfield building. Many are complimentary of the report that was provided. There's conversations going back and forth with the people on Facebook group comments but I don't see any actual questions at this time, we might circle back at the end of the meeting and see.

Councilman Hanley: Thank you Brendon.

Supervisor Dickson: Moving on to new business.

PUBLIC COMMENTS ON COMMUNICATIONS

NEW BUSINESS

6-A COMMUNICATIONS

- | | |
|---|---|
| 1. Councilman Bauer re
Burchfield Nature and Art
Center Repairs | We've done number one, kind of a duplication of the presentation. |
| 2. Principal Engineering
Assistant Ronald Pfeil re
Sidewalk Replacement
Project bid date | Motion by Supervisor Dickson, seconded by Councilman Hanley, to set a bid date of Tuesday, April 14, 2020 at 10 A.M. for the Sidewalk Replacement Project, noting specifications will be available in the Town Clerk's office March 26, 2020. |

On the question, Supervisor Dickson stated this is to find a contractor that is reliable, at a good price, that if a resident wishes to use that contractor to repair their sidewalk they can at a set price or they can find their own.

Ayes: All

Noes: None

Motion Carried

6-A COMMUNICATIONS (continued)

3. Highway Sup't. re Retirement of John Pangallo as Highway Heavy Motor Equipment Operator
- Motion by Supervisor Dickson, seconded by Councilman Hanley, to accept the retirement of Highway Heavy Motor Equipment Operator John Pangallo effective March 31, 2020 and authorize the Supervisor to complete and sign the necessary forms for Erie County Personnel.

On the question, Councilman Hanley wished John Pangallo a long and happy retirement.

Supervisor Dickson: And we're sorry he couldn't be here so we could thank him in person.

Ayes: All

Noes: None

Motion Carried

4. Highway Sup't. re Appointment of Matthew Schultz as Sanitation Motor Equipment Operator
- Motion by Supervisor Dickson, seconded by Councilman Hanley, to terminate Matthew Schultz as Sanitation Laborer and appoint him Sanitation Motor Equipment Operator Group 7, Step 3, at a rate of \$24.90 per hour as per the Blue Collar Union Contract effective March 20, 2020 and authorize the Supervisor to complete and sign the necessary forms for Erie County Personnel.

Ayes: All

Noes: None

Motion Carried

5. Highway Sup't. re Attendance at CSEA Statewide Conference on Occupational Health & Safety
- Motion by Supervisor Dickson, seconded by Councilman Hanley, to authorize Brian Cummins and James Nicholas to attend the CSEA 2020 Statewide Conference on Occupational Safety & Health, April 17 – 19, 2020, per the safety agreement with the town and paid through the CSEA.

Ayes: All

Noes: None

Motion Carried

On the question, Councilman Cantafio asked Highway Superintendent Brian Adams if they're going to get information here they are going to bring back to the town employees, this is very valuable to our employees.

Highway Superintendent Brian Adams: That's correct. As I've stated before in previous meetings I'm going to take full advantage and grant every employee to take opportunities for different safety training, but yes, this is a tentative program depending with everything going on now this may not be happening but I'm sure they will reschedule because safety is a big thing within the CSEA and it's going to be amazing, they'll be able to come back and teach training classes.

6-A COMMUNICATIONS (continued)

Councilman Cantafio just want to thank Jim and Brian for their willingness to do that and bring it back to our employees in West Seneca.

Supervisor Dickson: And I'll add that it's my personal observation that our Highway Superintendent Brian Adams has been very forward leaning and aggressive in getting as much safety training for his people as possible.

Ayes: All

Noes: None

Motion Carried

6. Recreation Supervisor re West Seneca Fire District #1 (Winchester Hose Co.) – Diamond Use 2020
- Motion by Supervisor Dickson, seconded by Councilman Hanley, to authorize the Supervisor to execute the necessary documents to enter into an agreement with West Seneca Fire District #1 (Winchester Hose Co.) for use of town ball diamonds during the 2020 season.

Ayes: All

Noes: None

Motion Carried

7. Recreation Supervisor re West Seneca Kiwanis Club – Easter Egg Hunt 2020
- Received and filed.
8. Recreation Supervisor re Let's Get Moving (April/May) Program
- Received and filed.
9. Recreation Supervisor re Mathletes 5K – April 25, 2020
- Received and filed.

6-B PROPOSALS FOR DISCUSSION

- Supervisor Dickson re Creation of a local law to provide healthcare to all appointed and elected employees was tabled.

6-C REPORTS

- Amy M. Kobler, Town Clerk's report February 2020, Receiver of Taxes report February 2020, and Return of Tax Collection Report received and filed.
- Jeffrey Schieber, Code Enforcement Officer, building & plumbing reports for February 2020 received and filed.
- Megan Wnek, Budget Monitoring Report as of February 29, 2020 received and filed.

6-C REPORTS (continued)

Supervisor Dickson: I will note that there are a couple of lines that appear to have spent more than they were allotted, that would be on page 7, the contractual under Engineering Continual Education; and then on page 22, the Garbage Part-time Salary line is a starting, looks a little high.

Councilman Hanley: That is correct Supervisor, you mentioned in an email that the first quarter's reports are pretty vague, there's a big distance and they're not really good numbers in the first quarter.

6-D APPROVAL OF WARRANT

Motion by Supervisor Dickson, seconded by Councilman Hanley, to approve the vouchers submitted for audit, chargeable to the respective funds as follows: General Fund - \$603,517.52; Highway Fund - \$201,233.23; Capital Fund - \$887,199.32; Sewer Fund - \$54,467.67; Electric Lighting - \$13,821.55 (vouchers 6531 - 11355)

Ayes: All

Noes: None

Motion Carried

ISSUES OF THE PUBLIC

Supervisor Dickson: Mr. Najm, have we received any questions or statements?

Brendon Najm: No new questions, a few statements. Many people are a fan of the live streaming and they want us to keep doing it, we'll have to keep live streaming our meetings, but other than that I think we're good.

Councilman Piekarec: Brendon, just to bring up real quick on the live streaming, you are, we are getting a camera here so it should actually make it a little easier for us to do that so we're not having so many problems that we did before on the iPad?

Brendon Najm: Right, that's correct we have a Panasonic that has been ordered, a cam corder to help us record and possibly broadcast at the same time our meetings. Unfortunately, due to the health crisis, the delivery of that camera has been delayed but we are anticipating it will arrive soon and will greatly help our ability to connect with the public.

Councilman Piekarec: And the camera was at a pretty low cost, if I'm not mistaken?

Brendon Najm: Yes, the camera and all of the equipment associated with that was under \$400.

Councilman Piekarec: It should make the public happy.

ISSUES OF THE PUBLIC (continued)

Supervisor Dickson: and that also, we will avoid any problems like we've had in the past, memory issues corrupting the entire file and things like that?

Brendon Najm: Correct, we will be able to record our entire feature length film size Town Board Meetings just fine.

Councilman Piekarec: Let's hope they're not that long meeting.

PRESENTATION OF DEPARTMENT HEADS

Supervisor Dickson: We'll just start down at the end of the table and do the presentations by anybody who wishes to, starting with our Town Attorney Ms. Hawthorne.

Town Attorney Tina Hawthorne: I have nothing for tonight.

Supervisor Dickson: Thank you. Mr. Highway Superintendent?

Highway Superintendent Brian Adams: I really don't have anything new to report I just wanted to kind of give a little shout out to the Highway Department and Sanitation Department for the work they do on a daily basis along with the Police Department along with everybody else that's been reaching out to us and seeing if we need anything, how we're doing, how we're holding up. It's times like these when everybody kind of comes together it makes you feel good and our guys and the employees of this town they do a tremendous job.

Councilman Bauer: Brian, could you give us updates on how many are laid off and who are still working?

Supervisor Dickson: Nobody's laid off.

Highway Superintendent Brian Adams: Nobody's laid off, we are complying with the Governor's Executive Order to try and reduce the amount of people/employees under one roof at one time so we have a shift differential and they're kind of splitting and rotating that. Sanitation's doing a heck of a job though, they're full force still making sure everybody's garbage and recycling is picked up. So services may be delayed a little bit as far as some of the brush pick up and things like that but we're taking everything one day at a time.

Councilman Bauer: Thank you.

Supervisor Dickson: Mr. Cantafio?

PRESENTATION OF DEPARTMENT HEADS (continued)

Councilman Cantafio: I just want to echo what Brian said to all the town employees, especially our highway and Police Chief Denz and all of your staff that are prepared for the worst and allowing most of us to pretty much do what we have to do. So I commend you and thank both of you for your leadership and all the town employees that have found ways to make this work during this challenging and unprecedented time. So thank you for that and I commend your leadership on that, too.

Supervisor Dickson: Mr. Piekarec?

Councilman Piekarec: I want to echo some of those comments. I want to thank our Supervisor, our Police Chief, and all of our staff for their hard work, our Highway Superintendent up and down the line. It hasn't been an easy couple of weeks and it probably won't be an easy couple more weeks. I also secondly did want to mention that with all the restrictions some of our businesses are hurting. I'd like to encourage you especially our restaurants and bars, particularly our locally owned ones are really hurting bad right now so if you are healthy they are offering take out, I'd encourage everyone to take advantage of that we have a lot of great ones here as much as people like to lament that we don't, there are more than you think if you look around.

Supervisor Dickson: Thank you, for my part Saturday was a normal day, Sunday started as a normal day, and ended as a very abnormal day. Monday was a very and it's been abnormal ever since. So in compliance with the Governor's orders, we have reduced staff significantly. However, the departments that are critical to the safety and security of our town are operating as Brian said at 100% and in some cases even at 110%, and those are Sanitation, Sewer, and Police. The Highway is at about 50% or a bit less. And all the other departments every department that's in Town Hall or in this building is operating with one person at a time. All Town Hall is open by appointment. So call ahead and someone will help you with whatever service you require or call me that would be fine too. So next up, Mr. Bauer?

Councilman Bauer: I have nothing additional at this time.

Supervisor Dickson: Mr. Hanley?

PRESENTATION OF DEPARTMENT HEADS (continued)

Councilman Hanley: Two topics, Supervisor. I was informed today the Odenbach Tournament was cancelled, that's the first week in June. That's a \$7,000 revenue loss to the town; we won't be receiving that money this year. And as we prepare as you go through your reports, looking at your budget that's going to be coming up, last year's budget the budget line is for \$13 million dollars in anticipated revenue, that's going to be impacted severely. So when you start looking at your lines for the budget this year I'm not sure how that, we look at state aid, federal aid, all the aid we can get we were anticipating \$13 million I think that's going to come in short this year, just think of that when you're looking at your budgets.

Supervisor Dickson: Thank you. And Town Clerk Ms. Kobler?

Town Clerk Amy Kobler: We are open. We are just asking residents to call and then we're doing things over the phone and over the internet for people. We are one person in the office so be patient if we don't answer right away. And the other employees are rotating out working at home. And thank you to the Chief and his department.

Supervisor Dickson: Thank you. Chief Denz?

Chief Denz: Thanks for saving me for last because this is where all the excitement lies. Obviously we are under the national COVID-19 state of emergency. Just to give the public and the fellow Town Board members here, not that I am a Town Board member, kind of an update of where we are. As the Supervisor has we said we changed some internal operational procedures and work schedules, this is going to help us reduce the risk to our employees and the public in general of COVID-19 exposures. Again to be in compliance with the Governor's Executive Order to reduce staffing I met with the Supervisor this week and we agreed to allow the police clerical staff to work from home. This has also vetted out some technical issues we've had, I'll get to that in a second. Because the clerical staff is working off site right now, we've suspended all requests for records, copies of police reports, and FOIL inquiries until further notice. If you have a vehicle accident you can obtain a copy of the vehicle accident at our front desk. We are hoping that by mid next week you will also be able to acquire the regular police reports from the front desk as well. Our logistic and technical issues, remote access, we were woefully short and caught by surprise of having laptops that can be taken out. We did have four, they were always distributed strictly for police use, and we are reworking those as we speak. Mine, the Assistant Chief's that we frequently work remotely with, two from the Detective Bureau we're reworking those. The clerical staff will be in tomorrow to get some quick training on operational features of those and sent on their way. And we've also, because of traffic and everything that's going on in our desk area we have got some problems with our PC's and our dispatch area, however, we're working through that. We're going to be putting in for some laptops and some replacement PC's in the near future. We have our vendor working on that right now, as you can imagine there's a shortage across the country due to both demand and the supply line. We some particular laptops to do our

PRESENTATION OF DEPARTMENT HEADS (continued)

remote access because of encrypted programs that we use so we're working on that. Hopefully, because of the next item there will be a no cost item strictly to the town, we worked this week closely with our Emergency Operations Personnel and Supervisor Dickson, we got the paperwork in for our local State of Emergency Declaration for COVID-19. This is basically an administrative process; we are in no worse shape because we did a state of emergency. In fact, we were one of the first communities to declare the state of emergency. And what that does is a couple of things, most importantly it gives us direct access to FEMA assistance, through funding and equipment. We are able to interact with the New York State Emergency Operation Centers, the County Operation Center by doing that. It puts into a special program, where we're able to get equipment. We were just able to, one of the first communities, to get some of the hand sanitizer and other cleaning materials that Governor Cuomo made available and that was due to being under our state of emergency. A second thing that it does, importantly, is it suspends portions of the Collective Bargaining Agreements. Particularly in the areas of scheduling and deployment of personnel. It gives us the flexibility, both me and Brian, to be able to push our, that's not the correct word, move our people our around, we don't push our people around. We move our people around to get the best coverage and flexibility that we can. So far we've had no infected employees and nobody out right now on sick leave. Hopefully it would keep it that way, but under our state of emergency if we were to start losing our personnel rapidly due to infection we'll be able to shuffle people around outside the parameters of the CBA's. As you can imagine it's been a fairly busy week for me, as well. It started on March 12th and 13th, I went to Albany for our New York State's Chiefs of Police meeting as I am one of the Vice-Presidents, statewide we have quarterly meetings that was already rescheduled. However as we got there, as you can imagine, the COVID-19 was just hitting downstate and very heavily. My colleagues downstate were going by the seat of their pants to set up all the protocols and pretty much due to their hard work downstate we have benefitted up here. I was able to bring back a lot of information to get us prepared and ready to move right away because of that. Yesterday I had a meeting with our CPS Board of Trustees and we discussed Academy operations, County wide operations that are being impacted by all this. Immediately following that about 3 o'clock in the afternoon I was in Amherst to meet with our collective Erie County Chiefs of Police group where we talked about mutual aid agreements, protocols, and we are all on the same page. That developed into a call with Dr. Burstein from Erie County Health today where we got additional guidance on things we need to do to keep everybody safe. I've had daily briefings and strategy planning with my command staff. I've pretty much been every day with the Town Supervisor to keep him abreast. I've been trying to keep the Town Board in the loop the best I can. The last thing I'd like to say on behalf of the Police Department, I'd like to give a shout out to Councilman Cantafio, he went way out of his way to use his contacts to get us cleaning supplies and desperately needed hand sanitizers through his contacts with the school district. I want to thank Matt Bystrak, as well, he dropped off, they were able to, I don't know how they got it or where they got it, but they were able to supply individual hand sanitizers for each officer that works for me and it was extremely appreciated during this time. I personally want to thank all the Town Board members and Supervisor Dickson for working

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

TOWN BOARD PROCEEDINGS
Minutes #2020-06
March 19, 2020
Page sixteen...

PRESENTATION OF DEPARTMENT HEADS (continued)

through this process. We are just starting to get into this; we are nowhere near being in the middle. I think downstate they are starting to wind down, but as it travels you know it's kind of a like a weather pattern we're going to catch it next. So, hopefully we'll be in good shape as we move forward. And I have full confidence in my team that we will provide the best services we can along with the fire services in the town we've been dealing with. So thanks for everybody's patience and we'll do our best for you.

Supervisor Dickson: Thank you Chief. And I'd like to add that you know, this is a first for everybody. There's nobody that has any experience with a pandemic but what this is showing that the past planning for crisis events experiences of other events, maybe more weather, related is bearing fruit and I think everyone's working very well together despite, you know occasionally tempers will flair because everybody wants to do the right thing and everybody is very passionate about finding the right solution and at the end of the day that's what it's about and everybody has the same goal it's the safety of our residents.

EXECUTIVE SESSION

Motion by Supervisor Dickson, seconded by Councilman Hanley, to recess to executive session to discuss pending PBA negotiations, upcoming Blue Collar negotiations, and candidates for the Ethics Board and the Environmental commission, and our HR company.

Ayes: All

Noes: None

Motion Carried

ADJOURNMENT

Motion by Councilman Hanley, seconded by Supervisor Dickson, to adjourn the meeting at 7:03P.M.

Ayes: All

Noes: None

Motion Carried



AMY M. KOBLER, TOWN CLERK



PAT BURKE
Assemblymember 142nd District
Erie County

THE ASSEMBLY
STATE OF NEW YORK
ALBANY

COMMITTEES
Banks
Children and Families
Environmental Conservation
Local Governments
Tourism, Parks, Arts and
Sports Development

March 19, 2020

Town of West Seneca
Attn: Councilman Joe Cantafio
1250 Union Road
West Seneca, NY 14224

Dear Mr. Cantafio,

I am proud to have designated a total of \$315,000 in State and Municipal funds for various projects in the Town of West Seneca, each of which have been specifically requested and outlined by the Town and reviewed by my office.

\$100,000 of this allocation is to go toward the restoration and re-opening of the Burchfield Nature and Art Center on Union Road. Councilman Bill Bauer has provided plans that include timelines, costs, and a detailed outline of the work that will be completed with this grant.

At this time, the application for this funding has been submitted to the New York State Assembly by my office. Moving forward, the process of reviewing, approving, and receiving the funds will be strictly between the Dormitory Authority of the State of New York (DASNY) and the Town of West Seneca. While this process can be lengthy, my office is always available to provide guidance, so please do not hesitate to reach out.

I look forward to the completion of this project and to working together in the future.

Sincerely,

Assemblyman Pat Burke
142nd Assembly District



PROPOSED REPAIRS

BURCHFIELD NATURE & ART CENTER

2001 Union Road
West Seneca, NY 14224

OVERVIEW

The Burchfield building is currently in a state of disrepair. The building is currently limited in its occupancy and functionality. There are numerous items throughout the entire building that must be addressed in order to restore the function of the Burchfield. The intent of these documents is to provide a detailed list of anticipated repairs, quantify some of these issues and detail a schedule of repairs.

ROOF:

The shingled roof is in need to repair. This is due to the age of roof and subsequent damage sustained from years of leaking.

SIDING:

Due to the proposed repairs outlined in this report, the exterior siding should be replaced. There are various areas that are damaged. We would then have to find materials to match the siding. In addition, it appears poor workmanship led to numerous areas of rot around windows.

INSULATION:

There are various issues that exist with the current batt insulation installed. There are pieces missing, lack of vapor barriers and lack of quantity of insulation throughout the building. The intent is to remove all the batt insulation and have all areas sprayed with open / closed cell foam insulation. This would eliminate a vast amount of minor issues, but also add a tremendous amount of benefit to the roof areas. By having a greater R value in roof area, this may allow the existing air handles to remain and not cause ice issues.

HVAC:

There currently exists 2 air handles located in the attic area. A determination has to be made if these can be utilized, repaired, and are capable of operating for numerous years. If this is not feasible, new HVAC equipment may be required.

GALLEY SPACE LOCATED ON EAST SIDE

General Scope of work:

Demolition:

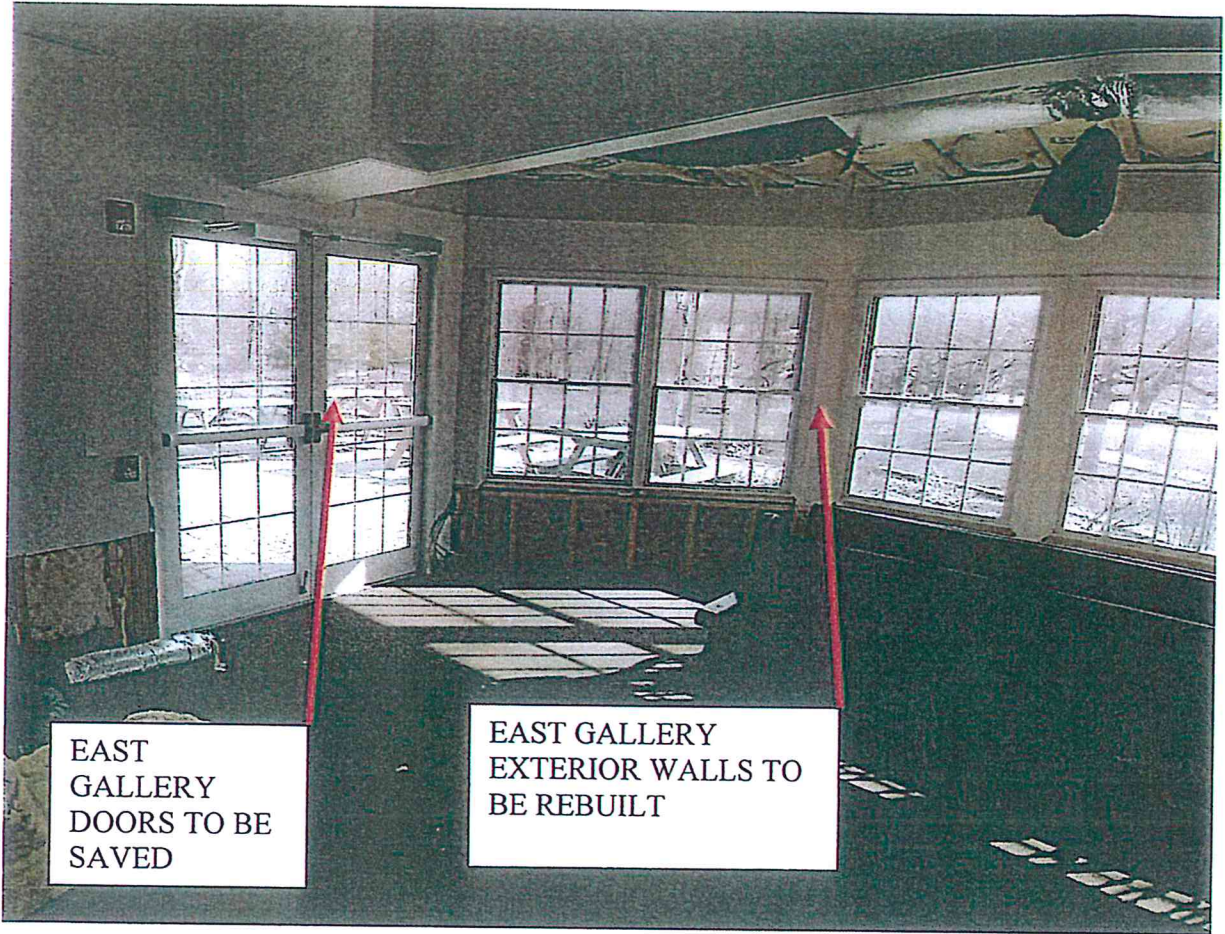
1. Shore up existing flat roof
2. Support exist LVL beam. Install adjustable steel columns
3. Jack up LVL beam as required to return to approx level
4. Windows to be saved for potential reinstall
5. Existing concrete slab to remain, protect during demo
6. Selective demolition in existing vestibule walls
7. Existing double entry door located on North side to be removed and saved for re-install
8. Remove and cap electrical as required
9. remove and cap HVAC as required
10. remove and cap fire alarm devices as required

Reconstruction:

1. Install new formed concrete around perimeter of galley space. Install rebar vertically, drill & pin into existing foundations
2. Height of concrete wall to be determined based upon window framing
3. Install new wood framed 2x wall at new exterior. Wall to have tyvek wrap, batt insulation, vapor barrier and gyp board.
4. re-install existing dbl glass & aluminum doors
5. install new, or reused, dbl hung windows. Qty, size and location TBD
6. Exterior siding to be installed
7. install new electrical as req'd
8. Wall to have batt insulation, vapor barrier and drywall
9. new carpet, base trim & paint
10. remove existing pavers from vestibule wall, around former galley space to allow the installation of new 4" drain tile & stone. Connect to existing storm line, location TBD. This drain line should extend across the entire East side off office area as well.
11. re-installation of landscaping to be addressed at a later date

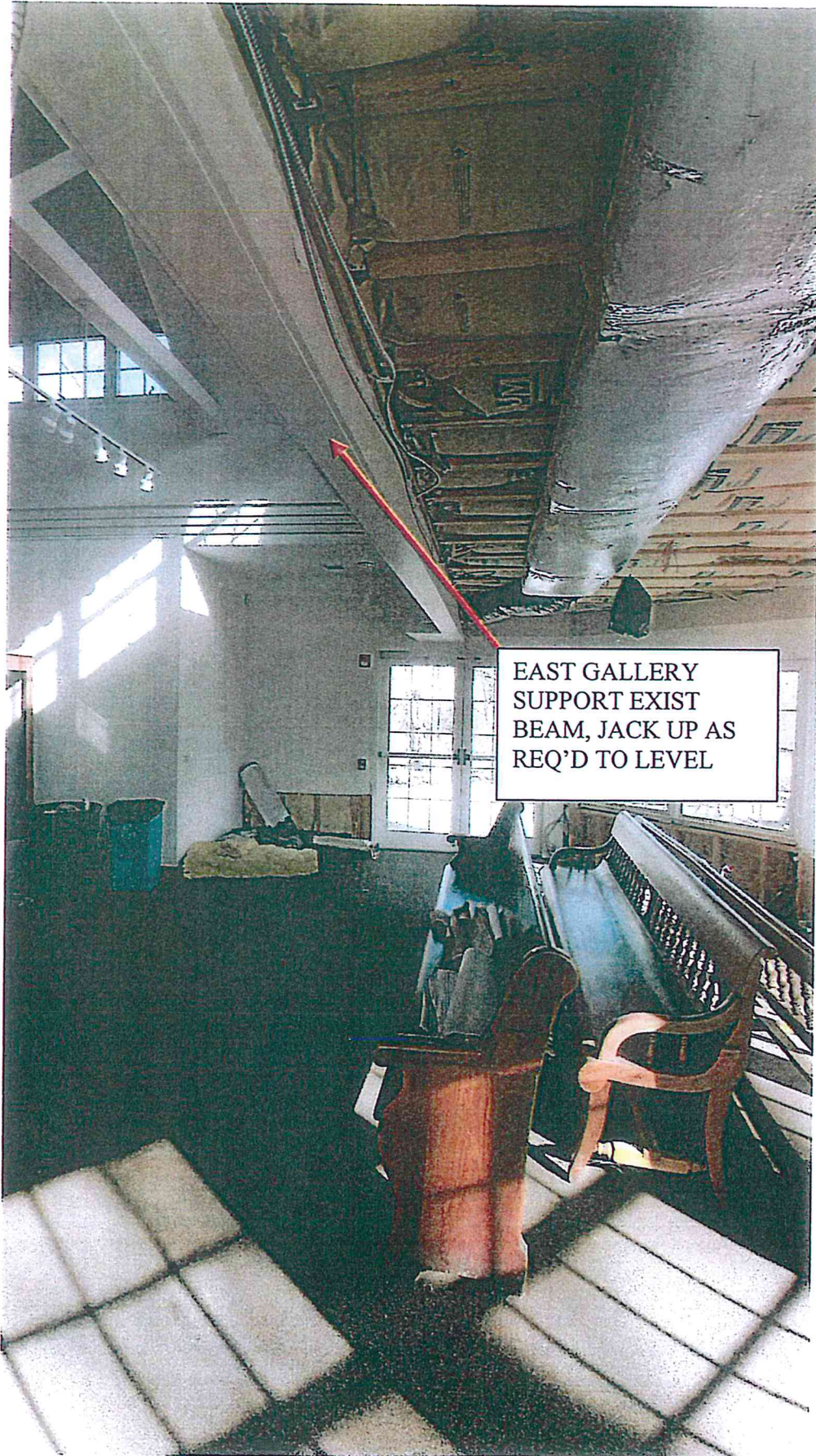


EAST GALLEY AREA:
TO BE REBUILT



EAST
GALLERY
DOORS TO BE
SAVED

EAST GALLERY
EXTERIOR WALLS TO
BE REBUILT



EAST GALLERY
SUPPORT EXIST
BEAM, JACK UP AS
REQ'D TO LEVEL



VESTIBULE
WALLS TO BE
REPAIRED

GALLEY SPACE CEILING-DORMER AREA ONLY

General Scope of work:

Demolition:

1. clean up existing drywall on ceiling

Reconstruction:

2. re-install batt insulation in roof framing where it was previously removed
3. ensure vapor barrier in place
4. re-install drywall in areas where previously removed
5. plaster & sand drywall patches
6. install whitewashed ship lap 1x wood board on ceiling of dormers
7. whitewashed trim to be installed @ all corners and as required
8. re-caulk around joints where existing decorative wood trusses meet drywall
9. repaint existing decorative wood trusses
10. repaint galley ceiling



GALLEY CEILING
TO RECEIVE
WHITEWASH
PLANK

GALLEY
CEILING
DRYWALL TO
BE REPAIRED

GALLEY
TRUSSES TO
BE RE-
PAINTED

GALLEY SPACE -GLASS WALL

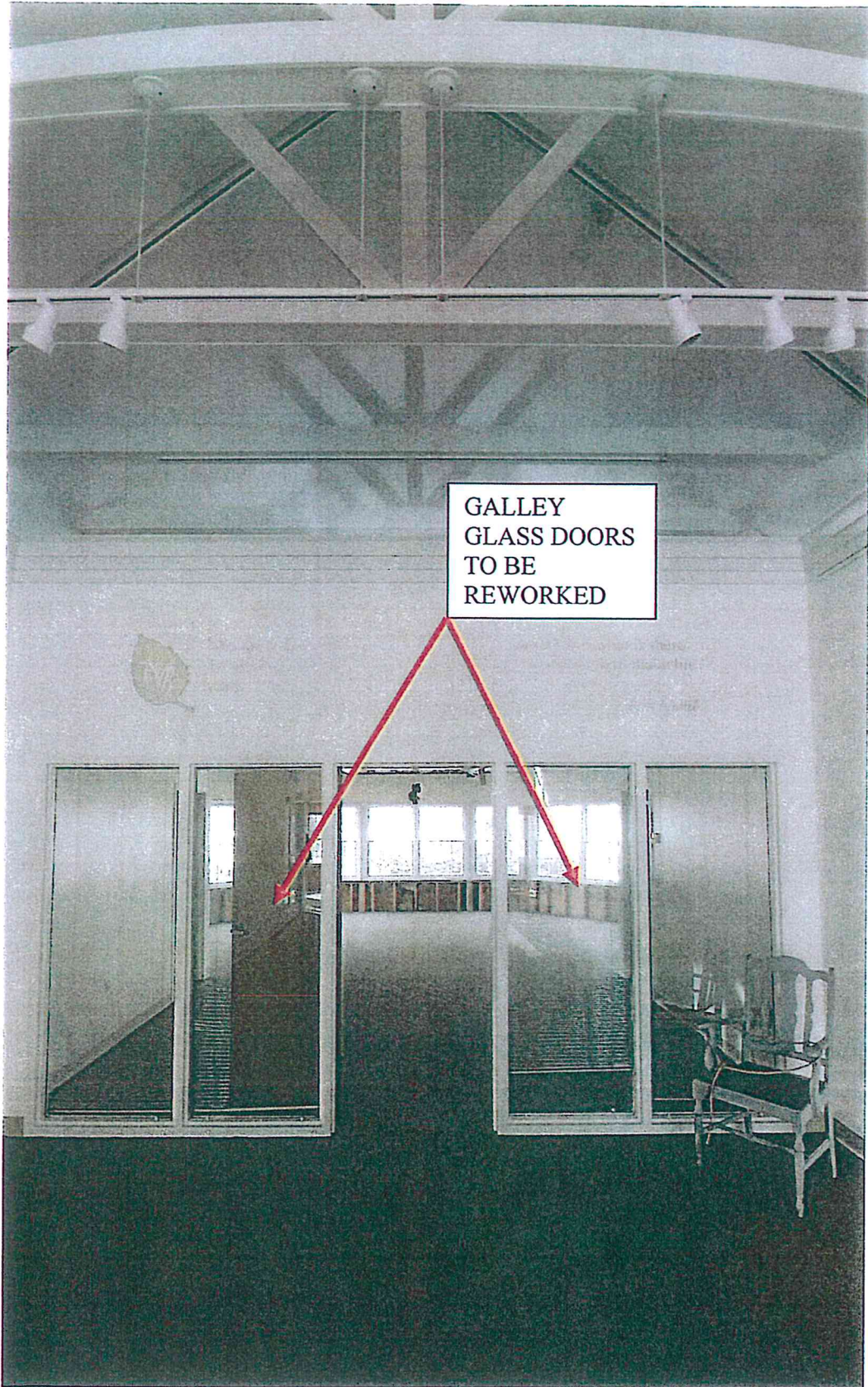
General Scope of work:

Demolition:

1. shore existing wall and glass above to prevent damage
2. remove existing 8' height glass wall & door

Reconstruction:

1. prep existing opening to accept new sliding doors & window
2. style and size of door to TBD
3. size and location of fixed pane glazing TBD



GALLEY
GLASS DOORS
TO BE
REWORKED

GALLEY SPACE LOCATED ON WEST SIDE

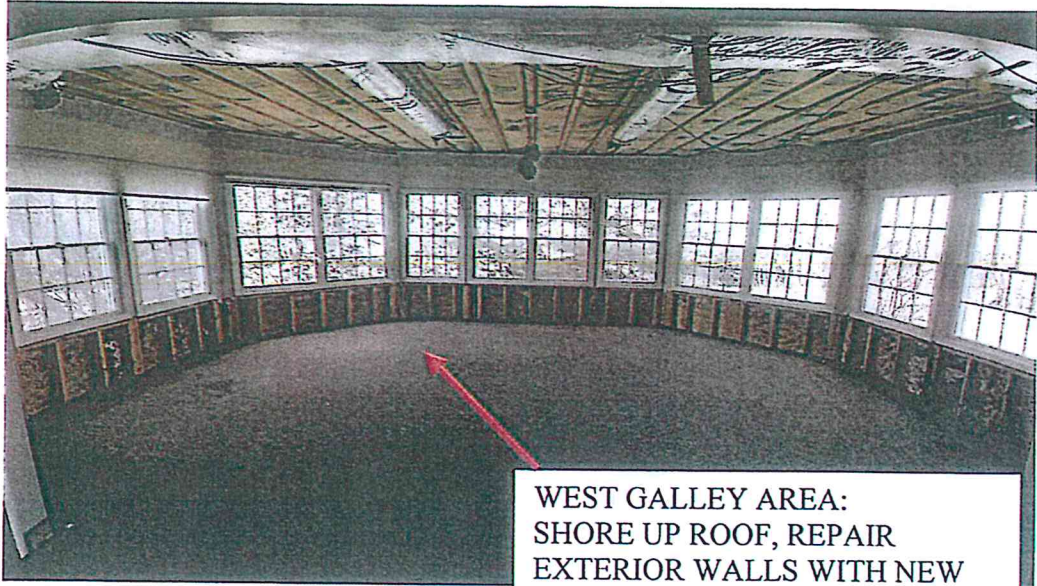
General Scope of work:

Demolition:

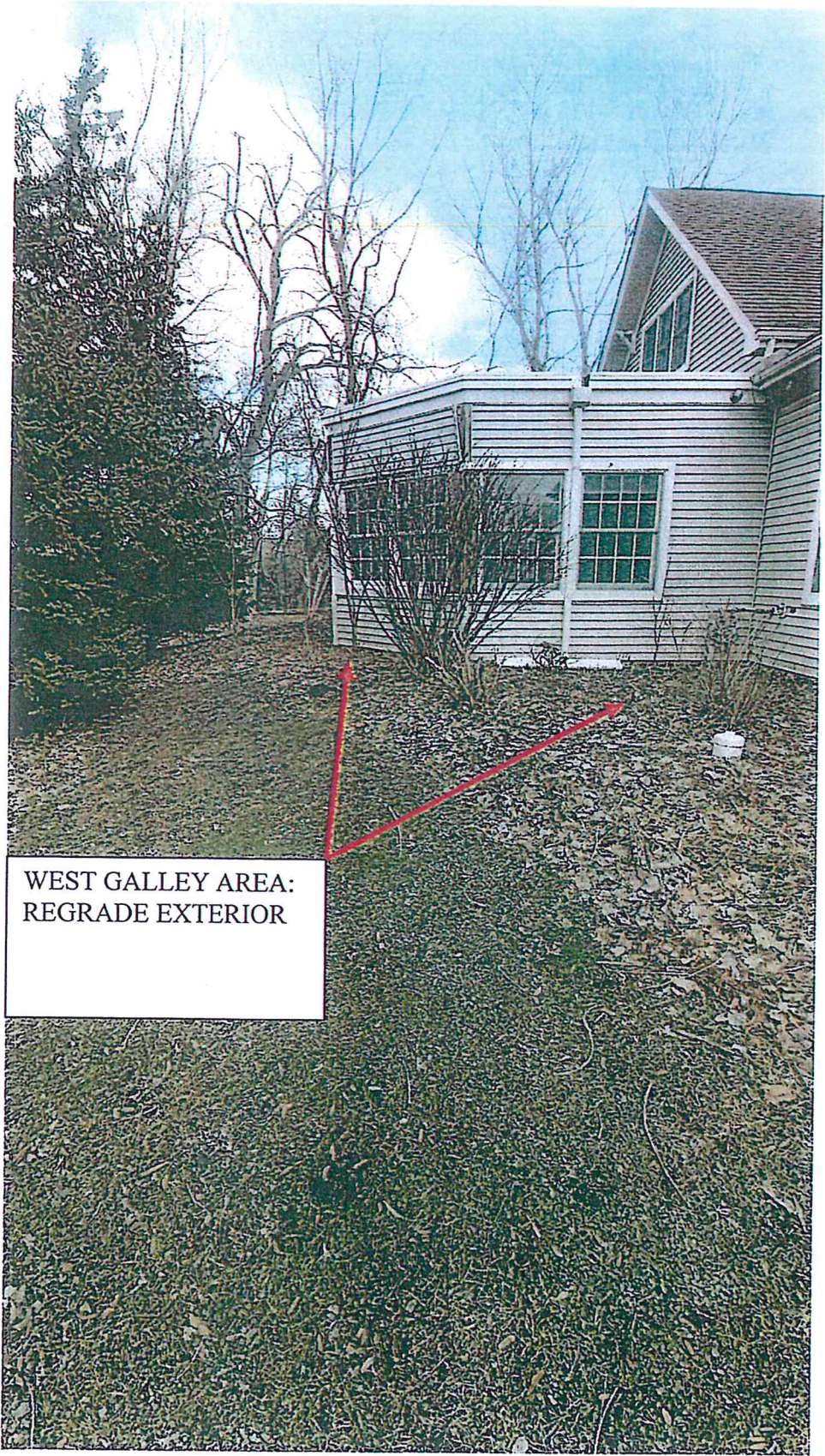
1. re-grade exterior of site along building on West side
2. remove approx 12" of earth around building
3. shore up existing roof framing
4. remove exterior walls and windows
5. save window for re-installation
6. Remove and cap electrical as required
7. remove and cap HVAC as required
8. remove and cap fire alarm devices as required

Reconstruction:

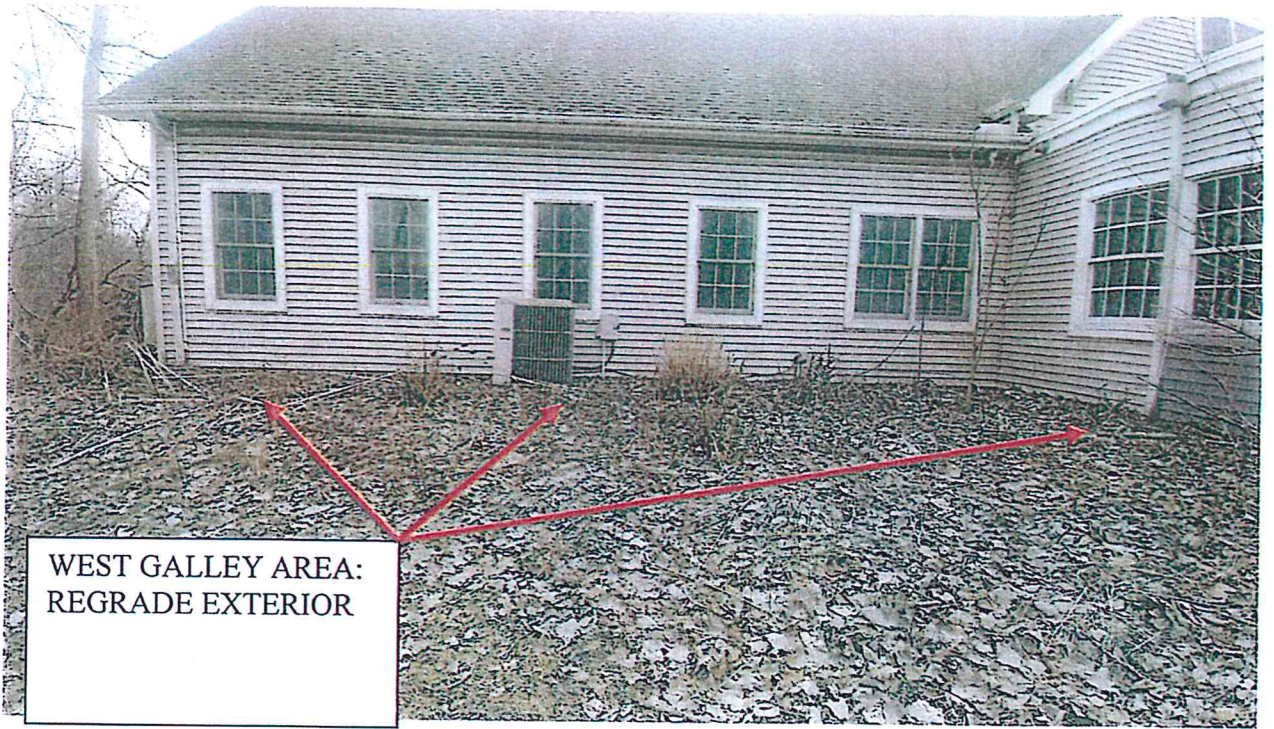
1. install 2 courses of 4" cmu on existing foundation shelf. Install rebar pins and grout solid
2. build new 2x4 exterior wall on top of new cmu blocks
3. re-install windows or replace with new
4. exterior siding, as selected
5. batt insulation, vapor barrier & drywall
6. re-install electrical as determined
7. new ceiling lighting as determined
8. re-insulated ceiling to ensure adequate R value and proper vapor barrier installed
9. new 2x4 acoustical ceiling grid & tiles system
10. paint, carpet, trim
11. ROOF OPTIONS:
 - a. Existing roof to remain. Apply new rubberized coating over existing rubber roof.
 - b. Construct new wood framed gable style roof that would eliminate flat roof.



WEST GALLEY AREA:
SHORE UP ROOF, REPAIR
EXTERIOR WALLS WITH NEW
FRAMING & WINDOWS



WEST GALLEY AREA:
REGRADE EXTERIOR



WEST GALLEY AREA:
REGRADE EXTERIOR

OFFICE AREA

General Scope of work:

1. the work in this area will have to be determined
2. the exterior grade of property needs to be lowered to reduce water contact