

**WEST SENECA TOWN OFFICES**  
**1250 Union Road**  
**West Seneca, NY 14224**

**TOWN BOARD PROCEEDINGS**  
**Work Session**  
**May 7, 2018**

Supervisor Sheila M. Meegan called the work session to order at 3:00 P.M. with the Pledge of Allegiance led by Town Engineer Steve Tanner.

<b>ROLL CALL:</b>	Present	-	Sheila M. Meegan	Supervisor
			Eugene P. Hart	Councilman
			William P. Hanley, Jr.	Councilman
			John Fenz	Town Attorney
			Jacqueline Felser	Town Clerk
			Daniel Denz	Chief of Police
			Steven Tanner	Town Engineer
			Megan Wnek	Finance Director
			Laura Devine	Human Resource Director
			Lauren Masset	Recreation Supervisor
			Mary Josefiak	Senior Recreation Therapist of Senior Services
			Emily Melski	Secretary to Supervisor

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

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### **MARK HUMMEL - ENGINEERING DEPARTMENT**

- Update on water main breaks at Mayer Bros. located at 1540 Seneca Creek Road; suggested replacing 1100' and two hydrants with an estimated cost of \$250,000
  - ✓ Councilman Hart commented on 18-wheel trucks possibly causing the problem
  - ✓ Town Engineer Steven Tanner stated this was an area identified years ago by the water authority as needing inspection.
  - ✓ Councilman Hanley stated there have been repairs in the area and chlorine tests were completed approximately 150' from the break, but the only place to have a test would be at the source. He suggested two 10" water lines and services with Erie County who will be on the road at the same time.

### **TOWN ENGINEER STEVEN TANNER**

- Update on proposed East & West Road sewer project - \$480,000 for Phase I and \$520,000 for Phase II; Erie County plans to do Phase I road project next year and if sewer project is done in conjunction with the county project, the town will save the cost of sidewalks, asphalt & curb restoration
- Phase V & VI sewer lining – Phase V is fully engineered and ready to go to bid and the sewer crew is about half way through the video for Phase VI. A grant for \$1.5 million was received from EFC with a zero interest loan on the remaining \$4.7 million balance.
- Update on library & community center project
  - ✓ Furniture installation is beginning in the offices and library
  - ✓ Final cleaning of the library space will be done before bringing the books over
  - ✓ Will be getting quotes on the purchase of plants for landscaping
  - ✓ Veterans bricks will be reinstalled

- ✓ Roof will be completed near the end of the project; the roof is a double roof with a 30 year warranty; work was able to start on the inside with the first ply which made the project water tight

**DIRECTOR OF FINANCE MEGAN WNEK**

- Annual financial report was submitted to the NYS Comptroller's Office
- Last week of independent audit; will be issuing a report by the end of the month
- New accounting software is coming soon

**HUMAN RESOURCE DIRECTOR LAURA DEVINE**

- Meeting with candidates and rehires for summer employment

**SENIOR RECREATION THERAPIST OF SENIOR SERVICES MARY JOSEFIK**

- Annual Mother's Day lunch to be held Wednesday, May 9<sup>th</sup>

**RECREATION SUPERVISOR LAUREN MASSET**

- Summer program registration is ongoing; limited space is available
- Open interviews for summer employment on Wednesday 10 A.M. – 11:30 A.M. and Thursday 1:30 P.M. – 3 P.M.

**COUNCILMAN HANLEY**

- Household hazardous waste drop-off event on Saturday, June 2<sup>nd</sup> 9 A.M. – 2 P.M. at ECC South

**COUNCILMAN HART**

- Letter received from resident requesting a re-tree program to replace trees killed by Emerald Ash Borer

**SUPERVISOR MEEGAN**

- Recognized National Nurse's Week

**EXECUTIVE SESSION**

Motion by Supervisor Meegan, seconded by Councilman Hanley, to recess to executive session at 3:45 P.M. to discuss a white collar bargaining unit issue and discipline of a particular employee.

Ayes: All

Noes: None

Motion Carried

The board members returned from executive session at 4:30 P.M. and the work session concluded.