

TOWN OF WEST SENECA



Legal Department

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To: Town Board
From: Chris G. Trapp, Attorney for the Town
Re: Planning Board
Date: May 18, 2022

A review of the attendance record of the Planning Board since virtual meetings ended in 2021 show that Mr. George Clifford has not been in attendance for seven (7) out of thirteen (13) meetings through April, 2022. Town Law section 271(9) provides that "the town board shall have the power to remove, after public hearing, any member of the planning board for cause. Any planning board member may be removed for non-compliance with minimum requirements relating to meeting attendance and training as established by the town board by local law or ordinance."

While the Town Code does not specifically prescribe an attendance policy for Planning Board members, the question arises as to whether an individual who does not attend over fifty percent of the scheduled meetings is fulfilling his or her obligations as a member of the Planning Board.

Charges have been prepared and will be served upon Mr. Clifford with respect to this matter if the Board wishes to proceed with removal. As part of the process, he is entitled to a public hearing before the Town Board. A motion to that effect is attached hereto.