

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

**TOWN BOARD PROCEEDINGS**  
**Work Session**  
**February 5, 2018**

Supervisor Sheila M. Meegan called the work session to order at 3:00 P.M. with the Pledge of Allegiance led by Town Clerk Jacqueline Felser.

**ROLL CALL:** Present - Sheila M. Meegan Supervisor  
Eugene P. Hart Councilman  
William P. Hanley, Jr. Councilman  
John Fenz Town Attorney  
Jacqueline Felser Town Clerk  
John Gullo Senior Code Enforcement Officer  
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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**HUMAN RESOURCE DIRECTOR LAURA DEVINE**

- Working on "no smoking" signage on town property and providing info for employees that smoke

**SENIOR CODE ENFORCEMENT OFFICER JOHN GULLO**

- CERT class begins February 24<sup>th</sup>
- Disaster preparedness informational class is upcoming

**TOWN ENGINEER STEVEN TANNER**

- Resident requests for street lighting - Town Attorney John Fenz will look into process for improvements to lighting districts as opposed to creating a lighting district
- Suggested charging residents that do not respond to requests for basement inspection of the sewer connection & charging for re-inspections
- Extension of emergency sewer repair contract – request is on the agenda for a one year extension at same pricing

**RECREATION SUPERVISOR LAUREN MASSET**

- Resident registration for summer youth programs is open

**CHIEF DENZ**

- Will be working with finance on completing the federal audit for asset forfeitures

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**EMILY MELSKI, SECRETARY TO SUPERVISOR**

- Town of West Seneca Ski Day at Kissing Bridge to be held on February 17, 2018
- Farmer's Market – vendor applications were mailed; YES program will be a weekly participant; WNY Federal Credit Union would like to hold weekly workshops

**SUPERVISOR MEEGAN**

- Received a letter from Harvey D Morin Post requesting the canon in front of the building be relocated to storage at the highway garage until it can be placed in a permanent setting.

The work session concluded at 3:30 P.M.

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**JACQUELINE A FELSER, TOWN CLERK**