

Supervisor Meegan called the work session to order at 3:00 P.M. with the Pledge of Allegiance to the Flag led by Chief Denz.

ROLL CALL: Present - Sheila M. Meegan Supervisor
Eugene P. Hart Councilman
John F. Rusinski Councilman
Shawn P. Martin Town Attorney
Jacqueline A. Felser Town Clerk
Matthew D. English Highway Supt.
Daniel Denz Police Chief
John Gullo Code Enforcement Officer
Steven Tanner Town Engineer
Craig Kroll Recreation Director
Mary Josefiak Senior Services Director
Kandace Wittmeyer Assessor
Laura Landers Finance Director

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

TOWN ENGINEER STEVEN TANNER

- Greenbranch, Larkwood, Woodmar & Cardinal Lane Reconstruction Project - DiPizio Construction (contractor) began work today. Residents were notified of work schedule. Councilman Rusinski questioned who will be doing the concrete work. Mr. Tanner stated the general contractor sub-contracts the concrete work. He suggested all questions be directed to the Town's on-site Engineer Dave Solly.
- Change order on agenda for a net deduct of approximately \$114,000 for the Dover/Greenmeadow Reconstruction Project.
- Councilman Hart questioned leftover community development fund money. Mr. Tanner stated left over funding is from the Senior Citizen Center project and is earmarked for future work at senior center.
- Bid specs for Burchfield available at next meeting.
- Light fixtures in park should be done by end of week. Councilman Rusinski questioned holes in the ground left unprotected caused by the collapse of solid tubes. Mr. Tanner stated the contractor was on site and made repairs.
- Phase 2 of Police Expansion project is set to begin. Waiting to receive signed agreement from general contractor. Mechanical, electrical & plumbing agreements have been executed.

RECREATION DIRECTOR CRAIG KROLL

- Summer programs start June 24th at playgrounds along with sports camps. Two field trips scheduled each week to places such as Bison's Games, Fantasy Island, etc. Pool opens June 26th after Community Days and fireworks display. Discussed removal of pool cover and concerns of potential firework damage.

FINANCE DIRECTOR LAURA LANDERS

- Funding of town reserve accounts was discussed including balances, deficits and expenditures.
- Meeting tomorrow regarding BAN that comes due in August. Cumulative for all projects is \$15,030,000.
- CDBG – Original amount transferred - \$452,790; expended to date - \$164,433; funds remaining - \$288,357.
- Operational accounts are moving from Evans to M & T. Chase will maintain the commercial card services & purchasing card. Rebate on purchasing card estimated at approximately \$15,000 based on 8 – 10 of our largest vendors.
- Requested comments from the board members on the HR scope of services.

HIGHWAY SUP'T. MATTHEW ENGLISH

- Lights are being installed at ball diamonds.
- Supervisor Meegan stated only two (2) bids were received for garbage totes. Other vendors who had not received specifications for the totes have indicated an interest in submitting a bid. Councilman Hart questioned why only two bids were received. Town Attorney Shawn Martin stated he drafted and mailed specifications to five vendors. Request for Proposals (RFP) was published and posted on town's website. The Board agreed to rebid the RFP and get the best possible price.
- Bids were received for the solid waste contract from all local companies.

CODE ENFORCEMENT OFFICER JOHN GULLO

- The correct title for the new hire on Town Board agenda is part-time laborer instead of part-time Zoning Officer. Supervisor Meegan suggested checking with the staff in her office for inventoried job titles when making recommendations for future appointments.

COUNCILMAN HART

- Complete assessment of entire computer system needed. Discussed the possibility of lease agreement and seeking IT services and consultant. Town Engineer Steven Tanner stated Clark Patterson Lee has IT people able to do an assessment and give recommendations. Finance Director Laura Lander's firm has also offered their services.
- Discussion on approved fire pits – Code Enforcement Officer John Gullo recited the code & commented on various types of fire pits and how he addresses complaints.

COUNCILMAN RUSINSKI

- Commented on new hires and background screening. Suggested questionnaire at end of season to find out if employees will be returning. Discussed re-screening employees who have a break in service.

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

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SUPERVISOR MEEGAN

- Time and attendance software forthcoming.
- Senator Gallivan's office and Dennis Gabryszak announced they are proposing town's without IDA's have the ability to access IDA's of neighboring towns. West Seneca will be part of Lancaster's IDA.

ASSESSOR KANDACE WITTMAYER

- Discussed legislation regarding Verizon and fiber optics.

The work session concluded at 4:05 P.M.

JACQUELINE A FELSER, TOWN CLERK