



**2-B COMMUNICATIONS**

2. Supervisor Meegan re Appointment of Town Historian, James C. Pace

Motion by Supervisor Meegan, seconded by Councilman Hart, to appoint James C. Pace as Town Historian effective immediately at an annual salary of \$4,500 and authorize the Supervisor to complete and sign the necessary forms for Erie County Personnel.

Ayes: All                      Noes: None                      Motion Carried

3. Councilman Hanley re Appointment of Dale McCabe to West Seneca Planning Board

Motion by Supervisor Meegan, seconded by Councilman Hanley, to appoint Dale J. McCabe to the West Seneca Planning Board effective immediately for a term expiring December 31, 2018 and authorize the Supervisor to complete and sign the necessary forms for Erie County personnel.

Ayes: All                      Noes: None                      Motion Carried

4. Town Attorney re Public Hearing for Local Law No. 1- Design Standards

Motion by Supervisor Meegan, seconded by Councilman Hart, to schedule a public hearing on February 6, 2017 at 7:00 P.M. to hear all persons interested in Local Law No. 1 - Design Standards.

On the question, Councilman Hart stated John Steinmetz will be present at the meeting to give a presentation on the design standards.

Ayes: All                      Noes: None                      Motion Carried

5. Town Attorney re Agreement with KHEOPS Architecture, Engineering and Survey

Motion by Supervisor Meegan, seconded by Councilman Hanley, to authorize the Supervisor to execute the agreement with KHEOPS Architecture, Engineering and Survey to provide Owner's Representation Services for construction of the Community Center and Library Expansion, noting this entity shall provide observation and monitoring of construction activities at the site and KHEOPS will provide an engineer for an average of 22 hours per week for the duration of the project at an hourly rate of \$74.

Ayes: All                      Noes: None                      Motion Carried

**2-B COMMUNICATIONS**

6. Town Attorney re  
Congregate Dining & Senior  
Transportation agreement

Motion by Supervisor Meegan, seconded by Councilman Hanley, to authorize the Supervisor to execute the necessary documents to enter into the Congregate Dining and Senior Transportation and Escort Services Programs with the County of Erie, noting pursuant to the agreement the county will pay the town for nutrition services provided to residents over the age of sixty and will provide the town use of a 2006 Ford 12-passenger van and a 2014 Ford 8-passenger van for providing transportation services to high risk elderly.

Ayes: All                      Noes: None                      Motion Carried

7. Town Engineer re Bid date  
for Sewer Repair Contract

Motion by Supervisor Meegan, seconded by Councilman Hanley, to set a tentative bid date of February 28, 2017 for receipt of bids on the annual sewer repair contract.

Ayes: All                      Noes: None                      Motion Carried

8. Town Engineer re Special  
Inspections and Air  
Monitoring for Community  
Center and Library

Motion by Supervisor Meegan, seconded by Councilman Hanley, to retain SJB Services to perform special inspections and asbestos air monitoring and testing on the Community Center & Library project, noting the town is required to hire an independent agency and SJB Services provided the lowest unit pricing for both services.

Ayes: All                      Noes: None                      Motion Carried

9. Chief Denz re Leave of  
absence for Suzette Luongo

Motion by Supervisor Meegan, seconded by Councilman Hanley, to approve a leave of absence for Suzette Luongo from her position as Clerk Typist in the Police Department effective January 30, 2017 through January 29, 2018 and authorize the Supervisor to complete and sign the necessary forms for Erie County Personnel.

Ayes: All                      Noes: None                      Motion Carried

**2-B COMMUNICATIONS**

10. Chief Denz re Appointment of J. Williams as part-time Public Safety Dispatcher

Motion by Supervisor Meegan, seconded by Councilman Hart, to appoint John J. Williams, Jr. as part-time Public Safety Dispatcher effective January 24, 2017 at a rate of \$15 per hour and authorize the Supervisor to complete and sign the necessary forms for Erie County Personnel.

Ayes: All                      Noes: None                      Motion Carried
  
11. Chief Denz re Attendance of Captain Sporysz at training

Motion by Supervisor Meegan, seconded by Councilman Hanley, to authorize Captain Robert Sporysz and one other officer to attend the International Law Enforcement Educators and Trainers Association training conference, March 20 - 24, 2017 in St. Louis, Missouri at a cost not to exceed \$3,100.

Ayes: All                      Noes: None                      Motion Carried
  
12. Chief Denz re Attendance of four officers at training

Motion by Supervisor Meegan, seconded by Councilman Hanley, to authorize four police officers to attend the New York State Tactical Officers training conference, April 25 - 27, 2017 in Verona, New York at a cost not to exceed \$2,400.

Ayes: All                      Noes: None                      Motion Carried
  
13. Chief Denz re dispatch chair replacement

Motion by Supervisor Meegan, seconded by Councilman Hanley, to authorize the purchase of three (3) new High Back 24/7 Intensive Use Dispatch chairs under NYS bid pricing from Endura LLC at a total cost of \$3,513.

Ayes: All                      Noes: None                      Motion Carried
  
14. Chief Denz re Attendance of Detective Baranowski and Detective Pratt at training

Motion by Supervisor Meegan, seconded by Councilman Hanley, to authorize Detective Lieutenant Kevin Baranowski and Detective Timothy Pratt to attend the New York State DCJS Level-I Latent Fingerprint Processing Course, February 6 - 10, 2017 in Rochester, New York at a cost not to exceed \$1,000.

Ayes: All                      Noes: None                      Motion Carried

**2-B COMMUNICATIONS**

15. Senior Code Enforcement Officer re Appointment of Suzette Luongo as Senior Clerk Typist

Motion by Supervisor Meegan, seconded by Councilman Hart, to appoint Suzette Luongo as Senior Clerk Typist, Group 3, Step 2, effective January 30, 2017 and authorize the Supervisor to complete and sign the necessary forms for Erie County Personnel.

Ayes: All                      Noes: None                      Motion Carried

16. Supervising Accountant re Budgetary transfer request

Motion by Supervisor Meegan, seconded by Councilman Hanley, to approve a budgetary transfer request in the amount of \$4,500 from Contingent Acct. 01.1990.480 to Salary of Town Historian Acct. 1.7510.100.

Ayes: All                      Noes: None                      Motion Carried

17. Supervising Accountant re Purchase of vehicles for town motor pool

Motion by Supervisor Meegan, seconded by Councilman Hanley, to adopt the following resolution approving use of proceeds from BANs for purchase of vehicles for the town's motor pool:

WHEREAS, the town issued \$80,000 of bond anticipation notes for the acquisition of vehicles for the motor pool, now, therefore, be it

RESOLVED, the Town Board hereby authorizes amendment of the 2016 adopted budget for issuance of \$80,000 of bond anticipation notes to fund the purchase of vehicles for the motor pool for the amount of \$15,776.76 in lines 001.1220.0201, 001.1355.0201, 001.1440.0201 and 001.3410.0201.

Ayes: All                      Noes: None                      Motion Carried

18. Supervising Accountant re Sewer District 6 fund balance

Motion by Supervisor Meegan, seconded by Councilman Hanley, to adopt the following resolution approving the use of Sewer District 6 Fund Balance:

WHEREAS, on December 5, 2016 the town resolved to award the bid for the Plant 6 Sewer Main Repair Project at the low bid of \$185,750.00; and

WHEREAS, the town's Sewer District 6 has available fund balance; now, therefore, be it

RESOLVED, the Town Board approves the new capital project number 005.8100.0200.0541 for the Plant 6 Sewer Main Repair Project; and be it further

**2-B COMMUNICATIONS**

18. RESOLVED, the Town Board authorizes transfer of \$185,750 of Sewer District 6 fund balance, Account Code 003.8106.0908 to capital project 005.8100.0200.0541 to fund appropriations on the Plant 6 Sewer Main Repair Project.

Ayes: All

Noes: None

Motion Carried

19. Assessor re Rate increase for Marcia Turner

Motion by Supervisor Meegan, seconded by Councilman Hart, to approve a rate increase for part-time clerk Marcia Turner to \$14 per hour effective January 3, 2017 and authorize the Supervisor to complete and sign the necessary forms for Erie County Personnel.

Ayes: All

Noes: None

Motion Carried

20. Town Justices re Attendance at NYS Association of Towns Training Conference

Motion by Supervisor Meegan, seconded by Councilman Hart, to authorize Court Clerks Katie Hourihan and Maureen Brownsey to attend the Association of Towns Training Conference in New York City, February 18 - 21, 2017 at a cost not to exceed \$1,250 per person.

Ayes: All

Noes: None

Motion Carried

21. Senior Recreation Therapist of Sr. Services re Status change for Marirose Bless to part-time seasonal

Motion by Supervisor Meegan, seconded by Councilman Hart, to change the status of Marirose Bless to part-time seasonal effective February 1 - 28, 2017 and authorize the Supervisor to complete and sign the necessary forms for Erie County Personnel.

Ayes: All

Noes: None

Motion Carried

22. Recreation Supervisor re Youth Basketball program-Winter 2017

Motion by Supervisor Meegan, seconded by Councilman Hanley, to approve the Youth Basketball program-Winter 2017.

Ayes: All

Noes: None

Motion Carried

23. Recreation Supervisor re Kiwanis Club Craft Show

Motion by Supervisor Meegan, seconded by Councilman Hanley, to execute the necessary documents to enter into an agreement with the Kiwanis Club of West Seneca, Inc. to host their annual Craft Show, July 14 - 16, 2017.

Ayes: All

Noes: None

Motion Carried

**2-B COMMUNICATIONS**

24. Recreation Supervisor re Summer Swim program                      Motion by Supervisor Meegan, seconded by Councilman Hanley, to approve the 2017 Summer Swim program.

Ayes: All                      Noes: None                      Motion Carried

25. Recreation Supervisor re 2017 Summer Day Camp program                      Motion by Supervisor Meegan, seconded by Councilman Hanley, to approve the 2017 Summer Day Camp program, noting the capacity is 90 campers.

Ayes: All                      Noes: None                      Motion Carried

26. Recreation Supervisor re 2017 Summer Fun Half Day Camp program                      Motion by Supervisor Meegan, seconded by Councilman Hanley, to approve the 2017 Summer Fun Half Day Camp program and registration form.

Ayes: All                      Noes: None                      Motion Carried

27. Recreation Supervisor re Termination of Jennifer Wohlfeil                      Motion by Supervisor Meegan, seconded by Councilman Hanley, to terminate Jennifer Wohlfeil as part-time Clerk Typist effective January 23, 2017 and authorize the Supervisor to complete and sign the necessary forms for Erie County Personnel.

Ayes: All                      Noes: None                      Motion Carried

28. Recreation Supervisor re Title and pay rate change for Emily Baker                      Motion by Supervisor Meegan, seconded by Councilman Hanley, to change the title for Emily Baker from part-time Recreation Attendant to part-time Youth Service Coordinator and increase her pay rate to \$16 per hour effective January 10, 2017 and authorize the Supervisor to complete and sign the necessary forms for Erie County Personnel.

On the question, Supervisor Meegan stated this position is necessary to receive grant funding from Erie County.

Ayes: All                      Noes: None                      Motion Carried

**2-B COMMUNICATIONS**

29. Recreation Supervisor re Resignation of Patrick Leemer

Motion by Supervisor Meegan, seconded by Councilman Hanley, to accept the resignation of Patrick Leemer and terminate him effective January 23, 2017 and authorize the Supervisor to complete and sign the necessary forms for Erie County Personnel.

Ayes: All                      Noes: None                      Motion Carried

30. Supervisor Meegan re Salary amendment for Lauren Masset

Motion by Supervisor Meegan, seconded by Councilman Hanley, to amend the salary of Lauren Masset to \$44,713.08 which is the 2017 salary rate for Group 8, Step 1, effective January 3, 2017 and authorize the Supervisor to complete and sign the necessary forms for Erie County Personnel, noting the amendment is due to a clerical error on the 2017 salary rate and Ms. Masset will remain at the same group and step she was originally appointed to.

Ayes: All                      Noes: None                      Motion Carried

31. Recreation Supervisor re Termination of Colin Deubell

Motion by Supervisor Meegan, seconded by Councilman Hanley, to terminate Colin Deubell as part-time recreation attendant effective January 23, 2017 and authorize the Supervisor to complete and sign the necessary forms for Erie County Personnel.

Ayes: All                      Noes: None                      Motion Carried

32. Recreation Supervisor re Ice Rink appointments of Joseph Drajem and Nicole Harris

Motion by Supervisor Meegan, seconded by Councilman Hart, to appoint Joseph Drajem and Nicole Harris as part-time recreation attendants effective January 23 - May 31, 2017 at a rate of \$9.70 per hour and authorize the Supervisor to complete and sign the necessary forms for Erie County Personnel.

Ayes: All                      Noes: None                      Motion Carried

**2-C REPORTS**

- Jacqueline A Felser, Town Clerk's 2016 year end report & Receiver of Taxes 2016 year end report, received and filed.



**2-D APPROVAL OF WARRANT**

Motion by Supervisor Meegan, seconded by Councilman Hanley, to approve the vouchers submitted for audit, chargeable to the respective funds as follows: General Fund- \$408,013.79; Highway Fund- \$209,656.00; Special Districts- \$32,490.14; Capital Fund- \$396,801.52 (vouchers 97559 - 98076) Trust- \$74,224.27 (vouchers 98103 - 98127)

Ayes: All

Noes: None

Motion Carried

**PRESENTATION OF COMMUNICATIONS BY BOARD MEMBERS AND DEPARTMENT HEADS**

**RECREATION UPDATES**

Recreation Supervisor Lauren Massett stated the Recreation Department is now hiring a part-time clerk typist and are starting to accept applications for summer employment. Summer Day Camp Program registration begins for residents on February 1<sup>st</sup>.

**TOWN WEBSITE**

Councilman Hart stated he along with Supervisor Meegan and Town Clerk Jacqueline Felser attended a meeting today to discuss updating the town's website. A questionnaire will be added to the current website asking for suggestions. The town also plans to partner with high school students to add virtual tours to the website. The objective is to have a much simpler appearance and they are hoping to launch the new site by August.

**COMMUNITY CENTER & LIBRARY PROJECT UPDATE**

The community center and library groundbreaking was held last week and Town Engineer Steven Tanner stated the construction company will start digging the footers tomorrow.

**BURCHFIELD CENTER UPDATE**

Town Attorney John Fenz stated he spoke with the forensic architect to coordinate his inspection of the Burchfield Center within the next few weeks. Town Engineer Steven Tanner stated he will have prices from contractors by the end of the week and will have to organize with the forensic architect.

**ADJOURNMENT**

Motion by Supervisor Meegan, seconded by Councilman Hart, to adjourn the meeting at 7:30 P.M.

Ayes: All

Noes: None

Motion Carried