

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

TOWN BOARD PROCEEDINGS
Work Session
March 4, 2013

Supervisor Meegan called the work session to order at 3:00 P.M. with 30 seconds of silent prayer followed by the Pledge of Allegiance to the Flag led by Chief Gehen.

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.
Edward F. Gehen Chief of Police
Laura Landers Finance Director
Steven Tanner Town Engineer
Craig Kroll Recreation Director

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

POLICE DEPARTMENT – CHIEF GEHEN

- Going forward with the placement of a School Resource Officer at Boces two or three times a week, four hours daily, staggered shifts. Town will be reimbursed the cost and invoicing will be on a monthly basis.
- Discussed Empire State Law Enforcement Traffic Safety Conference and requested to send two Lieutenants.
- Discussed purchase of patrol vehicle partitions for new vehicles - \$7000 purchase is covered in 2013 budget.
- Preliminary statistics reported crime rate for 2011 – 2012 went down over 9 percent.

TOWN ATTORNEY SHAWN MARTIN

- Requested the proposed Local Law 2013-03 - Modification to Chapter 115 – No parking on Seneca Street near Senior Citizens Center be introduced at tonight's town board meeting.
- Contract for garbage collection (solid waste) will be expiring. Need a bid date to proceed with request for proposals. Has been in contact with three companies regarding a formula to prepare bid.
- Tote bid is ready to be sent out. Draft can be changed but is currently written as 95 gallon for garbage, 65 gallon for recycling. Discussion on size, cost, quality and warranty of totes took place. Rules and regulations for residences, businesses, apartment complexes, etc. need to be addressed.

TOWN ATTORNEY SHAWN MARTIN

- Discussed bids received for concessions at the soccer complex and softball park. One bid was received for each from 7K Unlimited. \$350/month was the bid received for the soccer complex.

FINANCE DEPARTMENT – LAURA LANDERS

- Met with 3 banks to get their format for vendor information input for commercial card service use.
- KVS voucher training set for Wednesday morning to help fix any problems. Voucher processing was discussed.
- External audit will begin next week.

ENGINEERING DEPARTMENT – STEVEN TANNER

- Street lighting replacement project was supposed to commence today but has been delayed one week due to weather.
- Old lighting in Veterans Park can remain until new lighting is installed. Work will commence in June or July when fields are drier and damage is less likely to occur.
- Police expansion update:
 - ✓ Design is almost complete
 - ✓ A budget has been established
 - ✓ Buildings and grounds will be doing a lot of the work
 - ✓ Would like to have a separate budget of \$100,000 established for supplies to be purchased by Buildings & Grounds Dept.
 - ✓ Proposing to bond \$1,000,000 – Anticipated project cost to be \$750,000 more than grants
 - ✓ Handicapped accessibility – Delayed two weeks; should be complete by end of May
 - ✓ Seek bids for the expansion in April/May and start building in June.
- Parking expansion at the Senior Citizens Center will be ready to be bid in May.
- Attended Storm Water Coalition meeting last month and placed an order for 250 storm water medallions for the top of curbs which the Environmental Commission will install for the town.

COUNCILMAN HART

- Problems with telephone at library; questioned whether or not they can be put on the town's system and will discuss with Steve Amoia.

COUNCILMAN HART

- Seeing significant rats in Gardenville section; continuing garbage tote discussion in hopes of assisting with rat problem.
- Questioned advertising for court clerk position; appointment is at Judge's discretion.

COUNCILMAN RUSINSKI

- Wants to work on the town's application process and personnel policy; create and implement a new application that meets all requirements; establish a process for advertising, interviewing, drug screening, etc.

SUPERVISOR MEEGAN

- Vehicles parking on both sides of Seneca Street by Ebenezer Ale House causing a problem. Police Department will check out situation over the next few Fridays and report back.
- Discussed title changes on the Town Board meeting agenda and requirement for civil service exam.
- Food vendor truck would like to go to Highway Department one day a week (i.e. Wednesday's). Highway Sup't. Matthew English does not anticipate a problem but emphasized the truck should not stay for a long period of time. The issue of licensing and permits was discussed.

The work session concluded at 4:30 P.M.

JACQUELINE A FELSER, TOWN CLERK