

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

**TOWN BOARD PROCEEDINGS**  
**Work Session**  
**August 13, 2018**

Supervisor Sheila M. Meegan called the work session to order at 3:00 P.M. with the Pledge of Allegiance.

**ROLL CALL:** Present - Sheila M. Meegan Supervisor  
Eugene P. Hart Councilman  
William P. Hanley, Jr. Councilman  
John Fenz Town Attorney  
Jacqueline Felser Town Clerk  
Jeffrey Schieber Code Enforcement Officer  
Matthew English Highway Sup't.  
Daniel Denz Chief of Police  
Steven Tanner Town Engineer  
Megan Wnek Director of Finance  
Lauren Masset Recreation Supervisor  
Mary Josefiak Senior Recreation Therapist of  
Senior Services  
Kelly Keem Human Resources  
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.

---

**TOWN ENGINEER STEVEN TANNER**

- Punch list items with general contractor remaining on the Community Center & Library project; Councilman Hart commented on the lack of permanent handicapped parking signage at the building and Mr. Tanner stated it will be done within two weeks
- Completed topping off manholes at soccer park that were damaged due to ice jamming
- Working toward Phase 5 sewer repairs on the sewers along Seneca Street to Transit Road

**CODE ENFORCEMENT OFFICER JEFFREY SCHIEBER**

- Working through demolition of East & West Road house
- 62 Columbia Parkway on next agenda as a potential demolition
- Councilman Hart questioned the proper procedure to file a complaint on rat feeding; Mr. Schieber advised residents to call or email the Code Enforcement Office

**HUMAN RESOURCES KELLY KEEM**

- New hire in Assessor's office to replace a vacancy due to a retirement

**RECREATION SUPERVISOR LAUREN MASSET**

- Monday, August 20<sup>th</sup> is the last day for the Veterans Park aquatics season
- Movie in the Park will be held on August 31<sup>st</sup> starting at dusk; the movie will be "The Secret Life of Pets" sponsored by Galaxy Auto
- Accepting applications for fall recreation program employment

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

**TOWN BOARD PROCEEDINGS**  
Work Session  
August 13, 2018  
Page two . . .

**CHIEF DENZ**

- National Night Out was a huge success and they will probably keep it at Dunn Tire in future years
- Two employee discipline matters for executive session

**TOWN ATTORNEY JOHN FENZ**

- Two litigation items for executive session

**COUNCILMAN HANLEY**

- Attended Gaelic Association games on weekend at soccer park; received many compliments on condition of park

**SECRETARY TO SUPERVISOR EMILY MELSKI**

- Farmer's Market runs through September; vendors with wide variety of produce; Fireman's Memorial Museum and SPCA will be attending

**EXECUTIVE SESSION**

Motion by Supervisor Meegan, seconded by Councilman Hart, to recess to executive session at 3:20 P.M. to discuss two employee discipline matters with Chief Denz and two litigation matters (Smith vs. Town of West Seneca and Warren vs. Town of West Seneca) with Town Attorney John Fenz.

Ayes: All

Noes: None

Motion Carried

The board members returned from executive session at 4:30 P.M. and the work session concluded.

---

**JACQUELINE A FELSER, TOWN CLERK**