

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

**TOWN BOARD PROCEEDINGS**  
**Minutes #2015-14**  
**July 13, 2015**

Supervisor Sheila M. Meegan called the meeting to order at 3:30 P.M. following the work session.

**ROLL CALL:** Present - Sheila M. Meegan Supervisor  
Eugene P. Hart Councilman  
William P. Hanley, Jr. Councilman

Absent - None

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

The meeting was dedicated to the memory of Michael Hartnett and Dolores Kasprzak.

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**14-A MINUTES TO BE APPROVED**

- Motion by Supervisor Meegan, seconded by Councilman Hart, to approve Minutes #2015-13 of June 29, 2015.

Ayes: All

Noes: None

Motion Carried

**14-B LEGAL ITEMS**

1. Proofs of publication and posting of legal notice: "OF THE ADOPTED CHANGE TO THE ZONING ORDINANCE OF THE TOWN OF WEST SENECA REZONING THE PROPERTY LOCATED AT 1053 SENECA CREEK ROAD FROM M-1 TO R-65 TO CONSTRUCT A SINGLE FAMILY HOME" in the Town of West Seneca, received and filed.
2. Proofs of publication and posting of legal notice: "OF THE ADOPTED BOND RESOLUTION OF THE TOWN BOARD OF THE TOWN OF WEST SENECA AUTHORIZING FINANCING FOR PREPARATION OF SURVEYS, PRELIMINARY AND DETAILED PLANS, SPECIFICATIONS AND ESTIMATES NECESSARY FOR PLANNING INFRASTRUCTURE IMPROVEMENTS RELATED TO THE PROPOSED SENECA PLACE PROJECT; ESTIMATING THAT THE TOTAL AGGREGATE COST THEREOF IS \$300,000; APPROPRIATING SAID AMOUNT THEREFOR; AND AUTHORIZING THE ISSUANCE OF \$300,000 IN SERIAL BONDS OF THE TOWN TO FINANCE SAID APPROPRIATION" in the Town of West Seneca, received and filed.

**14-C COMMUNICATIONS**

1. Town Engineer re Application for new street lighting – Camelot Square, Part 2/Phase 2

Motion by Supervisor Meegan, seconded by Councilman Hart, to authorize the Supervisor to sign the application from NYSEG for new street lighting service for Camelot Square, Part 2/Phase 2 contained within the town’s lighting district 62, noting this is an energy service only connection and the cost to energize the street lights will be paid by the town.

Ayes: All                      Noes: None                      Motion Carried

2. Town Clerk re Status Change for part-time clerk Margaret Pomana to seasonal

Motion by Supervisor Meegan, seconded by Councilman Hart, to change the status for part-time clerk Margaret Pomana to part-time seasonal effective August 3 – October 31, 2015 and authorize the Supervisor to complete and sign the necessary forms for Erie County Personnel.

Ayes: All                      Noes: None                      Motion Carried

3. Town Clerk re Appointment of Ellen Zawodzinski as part-time seasonal clerk typist

Motion by Supervisor Meegan, seconded by Councilman Hanley, to change the status of part-time clerk typist Ellen Zawodzinski to part-time seasonal at a rate of \$12 per hour effective July 13 - November 27, 2015, noting Ellen will be transferring from the Recreation Department to the Town Clerk’s office in August, and authorize the Supervisor to complete and sign the necessary forms for Erie County Personnel.

On the question, Councilman Hart questioned if Youth Service Coordinator Lauren Masset will be replacing Mrs. Zawodzinski and Ms. Masset responded she will be replacing her within the next few weeks.

Ayes: All                      Noes: None                      Motion Carried

4. Code Enforcement Officer re LED Temporary Signs

Motion by Supervisor Meegan, seconded by Councilman Hart, to approve Yost Neon Displays to rent temporary mobile LED message centers to six businesses within the town.



**14-C COMMUNICATIONS**

6. Finance Department re  
Budget Amendment Request

Motion by Supervisor Meegan, seconded by Councilman Hanley, to approve an amendment to the adopted 2015 General Fund budget to appropriately account for revenue and expenditures as follows: increase revenue account #001.0001.4960, FEMA November 2014 Storm - \$52,500 and increase expense account #001.7312.0467, Demolition of Kiwanis Building - \$52,500.

Ayes: All                      Noes: None                      Motion Carried

7. Finance Department re  
Budgetary Transfer Request

Motion by Supervisor Meegan, seconded by Councilman Hanley, to approve a budget transfer of \$12,000 from budget line 01.1990.480 - Contingent Account to budget line 1.1989.0401 - Pre-employment screening, noting all summer employees are now required to complete drug screening prior to employment.

Ayes: All                      Noes: None                      Motion Carried

**14-D REPORTS**

- Jacqueline A Felser, Town Clerk's report for June 2015 received and filed.
- John A Gullo, Code Enforcement Officer's building report for June 2015 received and filed.

**14-E APPROVAL OF WARRANT**

Motion by Supervisor Meegan, seconded by Councilman Hart, to approve the vouchers submitted for audit, chargeable to the respective funds as follows:

General Fund - \$213,382.10; Highway Fund - \$198,268.27; Special Districts - \$16,829.97; Capital Fund - \$275,342.24 (voucher #'s 89272 - 89960); Trust & Agency Fund - \$48,034.99 (voucher #'s 89912-89968)

Ayes: All                      Noes: None                      Motion Carried

**ISSUES OF THE PUBLIC**

**LIBRARY BOARD MINUTES**

Susan Kims questioned if Library Board meetings or minutes are posted anywhere.

Councilman Hart commented the Library Board should be considered a county function and asked Town Attorney John Fenz if they are required to post minutes.

Mr. Fenz replied the Library Board is a public body with open meetings, so minutes should be recorded and posted. He will look into where these minutes are posted and possibly make arrangements to have their minutes posted to the town website.

**SENECA PLACE FEASIBILITY STUDY**

Susan Kims referred to the Seneca Place feasibility study and questioned if the money was wired yet. Supervisor Meegan responded the money was received.

**SENIOR CENTER RESTROOM RENOVATION**

Susan Kims questioned the status of the senior center restrooms. Supervisor Meegan replied the contractors are working and restrooms should be up and running soon.

**TEMPORARY SIGNS**

Susan Kims questioned what length of time is considered temporary for a sign.

Code Enforcement Officer Jeffrey Schieber responded there is no definition for temporary, but an inquiry is made to the owner if the sign remains in place after an extended period of time.

Councilman Hart suggested amending the town ordinance to place a time limit on how long a temporary electronic sign can be posted.

Town Attorney John Fenz noted Town Board approval for a sign posting could include a condition for a designated period of time.

Councilman Hart suggested the intended length of time be included as a requirement in the application process.

Mrs. Kims questioned when a variance is needed and if sign placement and driver distraction is considered during the variance process.

**ISSUES OF THE PUBLIC**

**TEMPORARY SIGNS** (continued)

Mr. Schieber responded certain electronic signs, regular and temporary, require a variance and they also require Town Board approval. The location of a sign is reviewed during the variance process. Signs that do not require a variance but are reported as being obtrusive or distracting are addressed by the Code Enforcement Office accordingly.

Mr. Fenz explained electronic signs have restrictions on brightness and how often text changes, both which could create a distraction to drivers.

**BEECHWOOD ROAD RESURFACING**

Beverly Leising questioned the status of Beechwood Road resurfacing.

Town Engineer Steven Tanner responded he and Highway Superintendent Matthew English met with the contractor for the Beechwood Road and Hilltop Courts projects who indicated this work should be complete by the third week of August. Mr. Tanner noted work on Beechwood Road began late last week and when it is finished Mill Road will be started.

**FIREWORKS COMPLAINTS**

Beverly Leising commented there seemed to be more fireworks this year and questioned if it was because certain fireworks are now legal in Niagara County. Assistant Chief Michael Boehringer responded that fireworks complaints were actually down this year.

**DEER POPULATION CONTROL**

Beverly Leising requested statistics on how many deer have been eliminated. Assistant Chief Michael Boehringer responded he will talk with Mrs. Leising following the meeting regarding the specific information she is requesting.

**CARRIAGE PARK PLAYGROUND**

Beverly Leising commented on the length of the grass at Carriage Park playground and asked if the graffiti on the swings and tables could be spray painted to cover it up.

Highway Superintendent Matthew English stated he will look into this.

Mrs. Leising suggested developing a program with carpentry students at BOCES to make benches and tables and have their names denoted with the hope this equipment would less likely be defaced.

**ISSUES OF THE PUBLIC**

**SCHOOL SUPPLIES DONATIONS**

Beverly Leising stated at a recent School Board meeting she learned there is a great need for school supplies for two schools, specifically grades K – 5, and asked for donations of pencils, glue sticks, crayons, kleenex, etc. Mrs. Leising referred to a program started by Dr. Graham for young children who are tech-savvy but need to be taught motor skills such as how to color and hold a pencil. She asked Senior Recreation Therapist of Senior Services Mary Josefiak if a program could be developed at the senior center where crafters could make a learning game for children to take home and use. Mrs. Leising further recommended Town Board and School Board meetings be held on different nights so the public can attend both. She feels this will allow residents to work together to attract new residents and make West Seneca the best suburb in which to live.

Councilman Hart noted the hard work going into the comprehensive plan, town center and community center/library concepts to modernize the town. He also referred to library programs available for young children that many are not aware of.

Supervisor Meegan suggested making a donation drop site at Town Hall and advertising on the town's website to encourage donations. She further commented on the town's great education system and the partnership between local government and the school district.

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

**EXECUTIVE SESSION**

Motion by Supervisor Meegan, seconded by Councilman Hart, to recess to executive session at 4:05 P.M. to discuss personnel matters with Highway Supt. Matthew English and Town Attorney John Fenz.

Ayes: All

Noes: None

Motion Carried

The board members returned from executive session at 4:25 P.M.

**ADJOURNMENT**

Motion by Supervisor Meegan, seconded by Councilman Hart, to adjourn the meeting at 4:25 P.M.

Ayes: All

Noes: None

Motion Carried

  
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**JACQUELINE A FELSER, TOWN CLERK**