

**Village of Williamsville
Village Board Meeting Agenda
5565 Main Street, Williamsville, New York
May 13, 2024 at 7:30pm**

- I. **Call to Order** Pledge of Allegiance
 Roll Call

- II. **Approval of Minutes** Regular Meeting April 22, 2024

- III. **Suspension of Rules for Public Participation**

- IV. **Public Hearing**

- V. **Village Board**
 - 1.) **Mayor Hunt – Report and Resolution(s)**
 - 1.) Authorize 2023-2024 General Fund Budget Transfers
 - 2.) Authorize 2023-2024 Glen Park Fund Budget Transfers
 - 3.) Authorize Payroll and Vouchers from 04/23/2024 to 05/9/2024
 - 4.) Authorize to sign Tyler Technologies Contract (financial software)
 - 5.) Authorize Consultant service

 - 2.) **Deputy Mayor DeLano – Report and Resolution(s)**
 - 1.) Proclaim Arbor Day in the Village on June 1, 2024
 - 2.) Authorize Notice of Public Hearing

 - 3.) **Trustee Torre – Report and Resolution(s)**
 - 1.) Proclaim Earth Day in the Village on June 1, 2024
 - 2.) Approve travel for HPC
 - 3.) Appointment of a new Environmental Advisory Council member
 - 4.) Appointment of a new Historic Preservation Committee member
 - 5.) Approve No Mow May

 - 4.) **Trustee Hahn – Report and Resolution(s)**

 - 5.) **Trustee Celeste – Report and Resolution(s)**

- VI. **Staff Reports**

- VII. **Adjournment**

This meeting is conducted according to the Rules of Procedure as adopted by the Village Board on 7/24/2023

Meetings Schedule

(NOTE: Dates/times are subject to change. Please call the Village Clerk's office at 632-4120 for the most up to date information)

- 1st Mon. – Planning Board meeting at 7:00pm
- 2nd Mon. – Village Board Work Session at 6:00pm/Meeting at 7:30pm
- 3rd Mon. – Environmental Advisory Council at 7:15pm
- 3rd Mon. - Mtg House Events Comm at 6:15pm (Mtg House)
- 4th Mon. – Village Board Work Session at 6:00pm/Meeting at 7:30pm
- 2nd Tues. – Beautification Committee at 1:00pm(Ad Hoc)
- 3rd Tues. – Parks Committee at 7:15pm
- 3rd Tues. – Tree Board at 6:30pm
- 4th Tues. – Historic Preservation Commission at 7:00pm
- 4th Tues. – Youth & Recreation Committee at 7:00pm in Aud
- 2nd Wed.- Glen Park Joint Board at 7:00pm in Conference Room
- 3rd Wed. – Zoning Board at 7:00pm in Aud
- 1st Thur. – Traffic & Safety Committee at 6:30pm
- 2nd Thur. - Arts & Culture Committee at 7:00pm
- 3rd Thur.- Glen Park Art Festival Mtg. at 7:00pm

Village Board Liaisons

(Updated 7/25/22)

MAYOR HUNT: Co-Liaison DPW, Personnel, Insurance, Amherst Police Dept., Executive Safety Committee, Records Management Committee, Fire Dept., Arts, Culture & Diversity Committee

DEPUTY MAYOR DELANO: DPW, Co-Liaison Traffic & Safety, Tree Board, Youth & Rec., Zoning Board of Appeals

TRUSTEE TORRE: Glen Park Joint Board, Environmental Advisory Council, Co-Liaison Youth & Rec., Historic Preservation Commission

TRUSTEE CELEST: Inter-Governmental Agency, Parks, Meeting House Events Committee, Traffic & Safety Committee

TRUSTEE HAHN: Williamsville Business Association, Beautification, Erie County Energy, Planning & Architectural Review Board

Meetings & Events

All meetings are at Village Hall unless otherwise noted.

(NOTE: Dates/times are subject to change. Please call the Village Clerk's office at 632-4120 for the most up to date information)

May 2024

- 13 Village Board Work Session at 6:00pm
- 13 Village Board regular meeting at 7:30pm
- 14 Beautification Committee meeting at 1:00pm
- 15 Zoning Board meeting at 7:00pm
- 16 Glen Park Art Festival meeting at 7:00pm
- 20 Mtg House Events Committee at 6:15pm (at Mtg House)
- 20 Environmental Committee meeting at 7:15pm - CANCELLED
- 21 Tree Board Committee meeting at 6:30pm
- 21 Parks Committee meeting at 7:15
- 28 Village Board Work Session at 6:00pm
- 28 Village Board regular meeting at 7:30pm
- 29 HPC Committee meeting at 7:00pm
- 29 Youth & Rec Committee at 7:00pm
- 30 Traffic & Safety Committee meeting at 6:30pm

June 2024

- 3 Planning Board meeting at 7:00 (work session at 6:30pm)
- 6 Traffic & Safety Committee meeting at 6:30pm
- 10 Village Board Work Session at 6:00pm
- 10 Village Board regular meeting at 7:30pm
- 11 Beautification Committee meeting at 1:00pm
- 12 Glen Park Joint Board meeting at 7:00pm
- 13 Arts, Culture & Diversity Committee meeting at 7:00pm
- 17 Mtg House Events Committee at 6:15pm (at Mtg House)
- 17 Environmental Committee meeting at 7:15pm
- 18 Tree Board Committee meeting at 6:30pm
- 18 Parks Committee meeting at 7:15
- 19 Zoning Board meeting at 7:00pm
- 20 Glen Park Art Festival meeting at 7:00pm
- 24 Village Board Work Session at 6:00pm
- 24 Village Board regular meeting at 7:30pm
- 25 HPC Committee meeting at 7:00pm
- 25 Youth & Rec Committee at 7:00pm



Visit the Village website at

www.walkablewilliamsville.com

For Village information, news & events.

Follow us on

[www.Facebook.com/williamsville](https://www.facebook.com/williamsville)

HUNT #1

RESOLVED, that the following *budget transfers* are hereby made in the *General Fund* for the **2023-2024** fiscal year:

To:	001-1110-4190-0000 (Village Justices/Stenographer).....	\$210.00
	001-1110-4040-0000 (Village Justices/Education Travel).....	\$1429.00
From:	001-1110-4020-0000 (Village Justices/Postage).....	\$210.00
	001-1110-4161-0000 (Village Justices/Audit).....	\$1209.00
	001-1110-4060-0000 (Village Justices/Telephone).....	\$220.00
To:	001-1410-4060-0000 (Village Clerk/Telephone).....	\$263.00
From:	001-1410-4020-0000 (Village Clerk/Postage).....	\$263.00
To:	001-1620-4110-0000 (Buildings/Service Contracts).....	\$1114.00
From:	001-1620-2000-0000 (Buildings/Equipment).....	\$841.00
	001-1620-4160-0000 (Buildings/Building Repairs).....	\$273.00
To:	001-1640-2000-0000 (Central Garage/Equipment).....	\$564.00
	001-1640-4160-0000 (Central Garage/Building Repairs & Maint.).....	\$1006.00
From:	001-1640-4070-0000 (Central Garage/Utilities).....	\$1570.00
To:	001-3410-4160-3491 (Fire Protection/Truck Expense Service 9-1).....	\$681.00
	001-3410-3410-4110 (Fire Protection/Service Contracts).....	\$8076.00
	001-3410-4040-0000 (Fire Protection/Educations/Trave).....	\$343.00
From:	001-3410-4160-0000 (Fire Protection/Truck Expense).....	\$8757.00
	001-3410-4070-0000 (Fire Protection/Utilities).....	\$343.00
To:	001-3620-4490-0000 (Safety Inspection/General Code Updates).....	\$702.00
From:	001-3620-4800-0000 (Safety Inspection/Microfilming Document Scanning).....	\$702.00
To:	001-5010-4010-0000 (Street Admin/Office Supplies).....	\$175.00
	001-5010-4450-0000 (Street Admin/Misc.).....	\$20.00
From:	001-5010-4040-0000 (Street Admin./Education & Travel).....	\$195.00
To:	001-5110-4161-0907 (Street Maint./Repairs 2019 Kenworth Dump Truck).....	\$6803.00
	001-5110-4161-0913 (Street Maint./Repairs 1993 GMC CJ-1600 Sewer Jet).....	\$410.00
From:	001-5110-4250-0000 (Street Maint./Gas & Oil).....	\$7234.00
To:	001-7110-2000-0000 (Parks/Equipment).....	\$50.00
From:	001-7110-4161-0000 (Parks/Repairs-Lights).....	\$50.00
To:	001-7530-4230-0000 (Village Meeting House/Maint.).....	\$198.00
From:	001-7530-4070-0000 (Village Meeting House/Utilities).....	\$198.00

HUNT #2

RESOLVED, that the following *budget transfers* are hereby made in the *Glen Park Fund* for the **2023-2024** fiscal year:

To: 009-7141-4490-0000 (Glen Park/Memorials/Pavers, Benches, Trees)	\$180.00
From: 009-7141-4109-0000 (Glen Park/Insurance)	\$63.00

HUNT #3

RESOLVED, that payroll and vouchers in the amount of **\$272,468.25** covering the period from **04/23/24 – 05/9/24** are hereby approved as follows:

PAYROLL COVERING 04/23/2024 - 05/09/2024	\$ 83,684.57
VOUCHERS COVERING 04/23/2024 - 05/9/2024	
GENERAL FUND	\$ 160,657.92
WATER FUND	\$ 0.00
SEWER FUND	\$ 176,791.72
GLEN PARK FUND	\$ 5,554.35
TRUST & AGENCY FUND	\$ 4,779.49
	\$ _____
	\$ 188,783.48
 GRAND TOTAL	 \$ 272,468.05

HUNT #4

WHEREAS, the Village of Williamsville is currently using an outdated financial software program for many of its functions, including finance, taxes, payroll, purchasing, human resource, and others; and

WHEREAS, in order to modernize procedures and decrease the manual burden on staff, the Village desires to enter into a Software as a Service Agreement with Tyler Technologies for the installation and service of the their financial management software program as described in the contract, to be paid as follows: One-Time Installation fee of \$77,990 from American Rescue Plan Act fund (ARPA), and annual management fee of \$33,539 to be paid out of the Village Clerk’s budget line for software support.

NOW BE IT RESOLVED, that the Village Board hereby authorizes the Mayor to execute the agreement with Tyler Technologies upon attorney approval.

HUNT #5

RESOLVED, that the Administrator/Clerk-Treasurer is hereby authorized to retain the services of JAS Consultants to assist with year-end accounting procedures and reconciliations up to the amount of \$5,000.00 through the end of June 2024, to be paid for out of the American Rescue Plan Act fund (ARPA).

DELANO #1

WHEREAS, the Village of Williamsville Tree Board's mission is to advise and support matters that impact the beauty, biological integrity and environmental quality of the community through its stewardship of the Village urban forest; and

WHEREAS, Arbor Day is celebrated during this time; and

WHEREAS, we recognize that in order to provide a high quality of life in Williamsville, each one of us must be good stewards of our air, water, land, flora and fauna; and

WHEREAS, we recognize that actions to protect and preserve trees through education, partnership and positive action should be encouraged;

NOW, THEREFORE, BE IT RESOLVED, that the Village of Williamsville Board of Trustees hereby proclaims that Arbor Day shall be celebrated in the Village of Williamsville on Saturday, June 1, 2024, including celebration activities and recognition.

DELANO #2

RESOLVED, that the Village Administrator/Clerk Treasurer is hereby authorized and directed to publish notice of a public hearing to be held on June 10, 2024, at 7:30p.m. to hear all persons interested in communicating on a proposed local law amending Chapter 103 (Vehicles and Traffic) Section 15 (Stop Intersections) to add a stop sign on Milton Street.

TORRE #1

WHEREAS, the Village of Williamsville Environmental Advisory Commission's mission is to advise and support matters that impact the beauty, biological integrity and environmental quality of the community; and

WHEREAS, we recognize that in order to provide a high quality of life in Williamsville, each one of us must be good stewards of our air, water, land, flora and fauna; and

WHEREAS, we recognize that actions to protect and preserve the environment through education, partnership and positive action should be encouraged; and

WHEREAS, the Village of Williamsville wishes to recognize the 51st anniversary of Earth Day;

NOW, THEREFORE, BE IT RESOLVED, that the Village of Williamsville Board of Trustees hereby proclaims Earth Day to be celebrated in the Village of Williamsville on Saturday, June 1, 2024, with a variety of educational, earth-focused activities for the community.

TORRE #2

WHEREAS, the members of the Planning Board, Zoning Board of Appeals and Historic Preservation Commission (“Land Use Boards”) of the Village of Williamsville are required by state and/or local law to complete four hours of training each year to more effectively carry out their duties (“Required Land Use Training”); and

WHEREAS, the enabling statutes mandating this Required Land Use Training further provide that such training be approved by the Board of Trustees; and

WHEREAS, the Landmark Society of Western New York held their 2024 New York Statewide Preservation Conference, on April 15-27, 2024, in Rochester, New York; and

WHEREAS, the Board of Trustees finds that attendance at such training will be of benefit to the members of the Historical Preservation Commission;

NOW THEREFORE BE IT RESOLVED that the Village Board hereby approves Susan Fenster of the Historic Preservation Commission’s attendance at the 2024 New York Statewide Preservation Conference on April 15-17, 2024, and certifies that such participation shall satisfy 8 hours of the Required Land Use Training.

TORRE #3

RESOLVED, that, **William Flannery** of *54 N. Long Street, Williamsville, NY*, is hereby appointed to Environmental Advisory Council Committee effective immediately.

TORRE #4

RESOLVED, that, **Patrice Hannotte** of *359 N. Ellicott St, Williamsville, NY*, is hereby appointed to Historic Preservation Committee effective immediately.

TORRE #5

RESOLVED, that as per the Village Code, Chapter 11-2 (D), the Village Board of Trustees have determined for 2024, the period of May 1, 2024 through June 1, 2024 as the period of suspension to prohibition provided for in the Village Code, Chapter 11-2 (Unlawful growth of weeds, grass and poisonous plants), subsections A and B, to be more commonly referred to as the period of “No Mow May”.