

Minutes of the regular meeting of the Village of Williamsville Board of Trustees held at Village of Williamsville, 5565 Main Street, Williamsville, NY on Monday, May 13, 2024 at 7:30 p.m.

The Village Board meeting was opened at 7:30 pm by Mayor Hunt.

Deputy Mayor DeLano led the Pledge of Allegiance at 7:30pm.

Present: Christine L. Hunt, Mayor
Daniel O. DeLano, Deputy Mayor
Eileen Torre, Trustee
Jeffrey Hahn, Trustee
James Celeste, Trustee

Also present: Suzanne Canell, Administrator/Clerk-Treasurer
Kristine Voight, Deputy Treasurer
Ben Vilonen, DPW Crew Chief
Charles Grieco, Village Attorney (Remote)

ON MOTION by Mayor Hunt, seconded by Deputy Mayor DeLano, it was moved at 7:35 pm to approve the minutes of the regular meeting held on April 22, 2024.

Unanimously carried

ON MOTION by Mayor Hunt, seconded by Trustee Hahn, it was moved at 7:38 pm to go off agenda.

Unanimously carried

ON MOTION by Mayor Hunt, seconded by Trustee Torre, it was moved at 7:40 pm to approve the minutes of the special meetings held on April 25 and April 29, 2024.

Unanimously carried

ON MOTION by Mayor Hunt, seconded by Trustee Torre, it was moved at 7:42 pm to go back to regular agenda.

Unanimously carried

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ON MOTION by Mayor Hunt, seconded by Trustee Torre, it was moved to open the public participation portion of the meeting at 7:45 p.m.

Unanimously carried

Member(s) of the audience who addressed the Board and their comment(s) [*Board of Trustees' comments are in italics*]:

1.) Nick Roth – Village Resident

Interested in the Community Solar Project. At their presentation, they mentioned a 10% savings. The life span of a solar panel is no more than 25 years. Suggests finding out how long the panels have been in use when picking a farm. Asked Board to illuminate on what their plans were for green initiatives. [*Trustee Torre responded looking at interior renovations to include clean energy, a green roof on Village Hall, more assistance with DPW building. Grants aren't huge but it depends on how many points we can accumulate. Working with UB Regional Institute to help with grants. Clean energy is 100% no match grant. Climate Smart is 50/50.*] Asked about the three Powermarket projects with National Grid. Powermarket had stated the Village would pull from the yet-to-be-opened Morgan East field in Clay, NY. Inquired how many other customers will pull from that farm. [*Trustee Torre can ask for that information. Has put out emails to other municipalities to see how they program works for them. Hasn't heard anything back yet.*] Mr. Roth also asked about the weather conditions in the region and if the community could reach a good savings levels. He stated a friend of his signed up for the program and has so far saved about \$5 dollars. [*Trustee Torre stated Powermarket guaranteed 10% savings. Even if the savings are low, it is still important we get involved for the future of the environment.*]

Mr. Roth asked about Dam Study and what the status was, summary and scope. Spoke about the LWRP project he was involved with and that the cost was shown to be over \$700,000 dollars. Asked what is \$75,000 doing for us? [*Mayor Hunt said they can share that proposal with him. Trustee Torre clarified that it would cover the survey to make suggestions on fix. Does include hydro flow study.*] Mr. Roth asked if Town of Amherst was involved in this part of the study. Also asked about who else could get involved like Cheektowaga, Lancaster, the County or the State. This is a regional problem and not just the damn issue. [*Mayor Hunt replied that Amherst is not part of this grant but will get involved in the next stages. DPW Crew Chief Vilonen said for years the other municipalities have been asked to get involved and they are not interested. Maybe they will be when we have more information. The study will help flush out whether or not this does affect those areas very much.*]

Mr. Roth also asked about LWRP projects and what action is being taken on them. [*Mayor Hunt responded we are currently have grant writers work on Project #3 connection Island Park to Glen Park.*]

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2.) Tom Frank – Village Resident

Talked about the network of NY state greenway park and trails. Summit meeting in Albany. There is an amendment to the standards regarding the Regional Niagara River Greenway and the Erie Canal National Heritage Corridor. The Greenway Planning Project has a life expectancy through 2050. Connecting Glen Park to Amherst State Park was never implemented. There should be collaboration between the Village and Town to not hold the Board meetings at the same times.

3.) Jim Nau – Managing Partner of Ration-ales

Can we put a smoking receptacle on the street side of the sidewalk? [*Attorney Grieco stated because it is in the right-of-way which is State property, he would need State permission.*]

Asked about update for possible blanket permit for Music on Main for Saturdays and Sundays. [*Mayor Hunt said that would be established by the reorganization meeting in July.*] Mr. Nau asked for clarification if he paid for a permit and the weather was bad and he had to reschedule, would the permit allow for that? [*Mayor Hunt said she doesn't see a problem with a raincheck essentially and will include in updated fee schedule.*]

ON MOTION by Mayor Hunt, seconded by Trustee Torre, it was moved at 7:56 p.m. to close the public participation portion of the meeting.

Unanimously carried

Reports – Mayor Hunt

ON MOTION by Mayor Hunt, seconded by Trustee Celeste, the following resolution was adopted:

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

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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/Travel).....	\$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

Unanimously carried

ON MOTION by Mayor Hunt, seconded by Trustee Celeste, the following resolution was adopted:

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)	\$180.00

Unanimously carried

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ON MOTION by Mayor Hunt, seconded by Trustee Torre, the following resolution was adopted:

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

Unanimously carried

ON MOTION by Mayor Hunt, seconded by Deputy Mayor DeLano, the following resolution was adopted:

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.

Unanimously carried

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ON MOTION by Mayor Hunt, seconded by Trustee Celeste, the following resolution was adopted:

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).

Unanimously carried

Report – Deputy Mayor DeLano

ON MOTION by Deputy Mayor DeLano, seconded by Mayor Hunt, the following resolution was adopted:

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.

Unanimously carried

ON MOTION by Deputy Mayor DeLano, seconded by Trustee Torre, the following resolution was adopted:

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.

Unanimously carried

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Report – Trustee Torre

ON MOTION by Trustee Torre, seconded by Deputy Mayor DeLano, the following resolution was adopted:

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.

Unanimously carried

ON MOTION by Trustee Torre, seconded by Mayor Hunt, the following resolution was adopted:

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 15-17, 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.

Unanimously carried

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ON MOTION by Trustee Torre, seconded by Trustee Celeste, the following resolution was adopted:

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

Unanimously carried

ON MOTION by Trustee Torre, seconded by Trustee Celeste, the following resolution was adopted:

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

Unanimously carried

ON MOTION by Trustee Torre, seconded by Trustee Celeste, the following resolution was adopted:

RESOLVED, that as per the Village Code, Chapter 11-2 (D), the Village Board of Trustees have determined for 2024, the period of May 15, 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”.

Unanimously carried

Report – Trustee Hahn

*Thanked Trustee Celeste for filling in for him at the last Planning Board Meeting.
Thanked DPW Crew Chief Vilonen for the bench and all the mulching.*

No Resolutions

Report – Trustee Celeste

Traffic & Safety meeting moved to May 30th at 6:30 p.m.

No Resolutions.

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Staff Reports:

Attorney Grieco: No report

Administrator Canell: No report

Deputy Treasurer Voight: No report

DPW Crew Chief: No report

ON MOTION by Mayor Hunt, seconded by Deputy Mayor DeLano, it was moved to adjourn the meeting at 8:25 p.m.

Unanimously carried

The next Village Board meeting will be held on Tuesday, May 28, 2024, at Village Hall, 5565 Main Street, Williamsville, NY.

Suzanne Canell
Administrator/Clerk-Treasurer