

**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, March 10, 2025 at 7:30 p.m.**

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

Pledge of Allegiance led by resident Mike Divita at 7:31pm.

Present: Christine L. Hunt, Mayor  
Eileen Torre, Deputy Mayor  
Amy Jackson, Trustee

Also present: Suzanne Canell, Administrator/Clerk-Treasurer  
Charles D. Grieco, Village Attorney  
Sofie Kephart, Community Development Aide  
Ben Vilonen, DPW Crew Chief

Absent: Jim Celeste, Trustee  
Jeffrey Hahn, Trustee

**ON MOTION** by Mayor Hunt, seconded by Deputy Mayor Torre, it was moved at 7:31 pm to approve the minutes of the regular meeting held on February 24, 2025.

Unanimously carried

Mayor Hunt gave a synopsis of the Rules of Procedure for public meetings.

**ON MOTION** by Mayor Hunt, seconded by Deputy Mayor Torre, it was moved to open the public participation portion of the meeting at 7:32 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.) David Schmidt - Village Resident**

- Progress on the traffic study on Eagle St., Evans St. and Academy?  
*[Mayor Hunt: Traffic and Safety Committee are reviewing.]*

**2.) Kathy Bloom - Village Resident/Business Owner**

- Loves Music on Main! All do very well.
- \$500 too much for me. Sole proprietor – some friends help out.
- Struggling during the winter months and need Music on Main.
- Does not serve food – only beer, pop, wine and selzers.
- Anything Board can do to reduce cost?

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- *[Mayor Hunt stated that Cabaret Wine Café is a small venue, very informal. Questioned Village Attorney if fee schedule could be case by case basis as this could truly be a hardship for this business.]*
- *[Attorney Grieco advised that it is up to the discretion of the Mayor – Mayor’s Permit. Per Code there could be an exception, however, no amplified sound would mean no permit required.]*

**3.) Trisha Brown Eagle House Restaurant – Village Business Owner**

- Concerned about fee schedule for Music on Main – Struggling with increase as it is close to 5x cost from last year.
- Also required to purchase a Patio Permit
- Looking at \$1,000 just to get started
- Must have Music on Main in order to survive.
- Will be a struggle.
- Case-by-case not fair – if looking at sliding fee – it should be for everyone.

**4.) Jim Nau – Village Resident and Business Owner**

- Regarding sliding scale fee for Music on Main – slippery slope. Everyone should pay the same amount for everything.
- In favor of blanket permit.
- Concerned that it does not include Sunday.
- Assuming can purchase a separate Mayor’s Permit for Sunday.
- *[Mayor Hunt replied “Absolutely”]*

**ON MOTION** by Mayor Hunt, seconded by Deputy Mayor Torre, it was moved to close the public participation portion of the meeting at 7:42 p.m.

Unanimously carried

**Reports & Resolutions – Mayor Hunt**

**ON MOTION** by Mayor Hunt, seconded by Deputy Mayor Torre, the following resolution was adopted.

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**RESOLVED**, that the following *budget transfers* are hereby made in the *General Fund* for the **2024-2025** fiscal year:

To:	001-1410-4060 Village Clerk/Telephone .....	\$538.00
From:	001-1410-4030 Village Clerk/Printing/Advertising .....	\$538.00
To:	001-1410-4450 Village Clerk/Miscellaneous .....	\$6,475.00
	001-1410-4600 Village Clerk/Computer Support .....	\$3,571.00
	001-1410-4620 Village Clerk/Lease Copy Machine .....	\$210.00
From:	001-1410-4110 Village Clerk/Service Contracts .....	\$10,256.00
To:	001-1620-4110 Building/Service Contracts .....	\$226.00
From:	001-1620-4240 Building/Paint Carpet.....	\$226.00
To:	001-1620-4230 Buildings/Building Maintenance.....	\$12.00
From:	001-1620-4260 Buildings/Maintenance Supplies.....	\$12.00
To:	001-3410-4160-3401 Fire Protection/Truck Expense-Engine #1 .....	\$3,786.00
	001-3410-4160-3402 Fire Protection/Truck Expense Engine 2 .....	\$933.00
From:	001-3410-4160 Fire Protection/Truck Expense.....	\$4,719.00
To:	001-3410-4610 Fire Protection/Health and Welfare.....	\$238.00
From:	001-3410-4040 Fire Protection/Education Travel .....	\$238.00
To:	001-5110-4161 Street Maintenance/Repairs Equipment .....	\$834.00
	001-5110-4161-0901 Street Maintenance/Repairs 2018 Chevy Colorado .....	\$265.00
	001-5110-4161-0905 Street Maintenance/Repairs 2007. Intl. Sander/Plow/Dump ..	\$446.00
	001-5110-4161-0902 Street Maintenance/Repairs 2002 Intl. Dump w/Plow Fram	\$1,818.00
	001-5110-4161-0904 Street Maintenance/Repairs 2005 Freightliner .....	\$286.00
	001-5110-4161-0908 Street Maintenance/Repairs 2011 Chevy Silverado 3500HD	1,419.00
	001-5110-4161-0914 Street Maintenance/Repairs 2017 Wille Sidewalk Plow .....	\$113.00
	001-5110-4161-0915 Street Maintenance/Repairs 2013 RAVO Sweeper .....	\$187.00
	001-5110-4161-0906 Street Maintenance/Repairs 2007 International 4300 Dump..	\$663.00
From:	001-5110-4250-0000 Street Maintenance/Gas + Oil.....	\$6,031.00

Unanimously carried

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**ON MOTION** by Mayor Hunt, seconded by Deputy Mayor Torre, the following resolution was adopted.

**RESOLVED**, that payroll and vouchers in the amount of **\$205,261.69** covering the period from 2/10/2025 through 3/05/2025 are hereby approved as follows:

<b>PAYROLL COVERING 2/10/2025 – 2/23/2025</b>	<b>\$ 53,007.61</b>
<b>VOUCHERS COVERING 2/20/2025 – 3/05/2025</b>	
<b>GENERAL FUND</b>	<b>\$ 110,754.42</b>
<b>SEWER FUND</b>	<b>\$ 2,057.00</b>
<b>GLEN PARK FUND</b>	<b>\$ 860.84</b>
<b>TRUST &amp; AGENCY FUND</b>	<b>\$ 3,605.00</b>
<b>SEWER CONSOLIDATION</b>	<b>\$ 13,363.42</b>
<b>ORCHARD ST/PARK DRAINAGE</b>	<b>\$ 1,888.40</b>
<b>ELLCOTT CREEK DAM PROJECT</b>	<b><u>\$ 19,725.00</u></b>
	<b>\$ 152,254.08</b>
<b>GRAND TOTAL</b>	<b><u>\$ 205,261.69</u></b>

Unanimously carried

**ON MOTION** by Mayor Hunt, seconded by Deputy Mayor Torre, the following resolution was adopted.

**WHEREAS**, the Village of Williamsville Board of Trustees adopted Local Law #5 of 2024 to require a permit for the installation or expansion of driveways or other paved surfaces; and

**WHEREAS**, a permit fee of \$50.00 has been determined as the cost of such permit;

**NOW, THEREFORE, BE IT RESOLVED**, that the updated Building Fee Schedule with the addition of this paving permit and fee is hereby adopted for the remainder of the official 2024/2025 Village year.

Unanimously carried

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**ON MOTION** by Mayor Hunt, seconded by Trustee Jackson Torre, the following resolution was adopted (as amended)

**RESOLVED**, that the following Fire Department Vehicles are hereby declared surplus:

**Chief 9**

2020 Chevrolet Silverado  
VIN: 1GCUYDED3LZ169040

**Asst Chief 9-1**

2020 Chevrolet Silverado  
VIN: 1GCUYDEDXLZ168564

**Asst Chief 9-2**

2020 Chevrolet Silverado  
VIN: 1GCUYDED5LZ168939

Unanimously carried

**ON MOTION** by Mayor Hunt, and seconded by Deputy Mayor Torre, it was moved to go off agenda at 7:46 p.m.

Unanimously carried

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

**RESOLVED**, the Mayor is hereby authorized and directed to execute, on behalf of the Village, the Sanitary Sewer License Agreement, between the Village and Christian Central Academy (“Academy”), as the owner of the property located at 44 School Street (S.B.L. 69-17-5-26) (“Property”), authorizing the Academy, and/or its successors in title, to install and maintain a sewer line connecting the Property to the Village sewer Main located on Rinewalt Street within the School Street right of way, pursuant to plans reviewed and approved by the Village Engineer of Record (“Sewer License Agreement”), and to take any and all other steps necessary to effectuate the said Sewer License Agreement.

Unanimously carried

**ON MOTION** by Mayor Hunt, and seconded by Deputy Mayor Torre, it was moved to go back on agenda at 7:48 p.m.

Unanimously carried

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**Reports & Resolutions - Deputy Mayor Torre**

- *Environmental Committee meeting will be on Monday March 17, 2025 at 7:15pm.*
- *ZBA Meeting on March 19, 2025 has been cancelled.*
- *HPC meeting on March 25, 2025 has been cancelled.*
- *Meeting House Events Committee next event is the Speaker Series with Susan Fenster. She will be discussing the original settlers as well as the Mennonite Community. This free lecture will take place on Sunday, March 23, 2025 at 3pm.*
- *DPW brush and white goods pickup has begun. Pick up is the 2<sup>nd</sup> and 4<sup>th</sup> Monday of the month. Please have items out by 7am.*
- *Yard waste (picked up by Modern Disposal) has not begun yet. Will begin the 2<sup>nd</sup> week in April. Please do not rake prior to that. Beneficial pollinators are overwintering in the leaves and you will rake them away and toss them in the garbage.*
- *No Mow May again this year! Pollinators will love you for it!*

**ON MOTION** by Deputy Mayor Torre, and seconded by Trustee Jackson, the following resolution was adopted:

**WHEREAS**, the Village of Williamsville Board of Trustees has determined that the Lehigh Valley Section House at 150 Milton Street does not currently have a gas line servicing the property; and

**WHEREAS**, a quote in the amount of \$2,086.14 from National Fuel to install a main line and service line to the building was received;

**NOW, THEREFORE, BE IT RESOLVED**, that the Mayor is hereby authorized to approve quote from National Fuel in the amount of \$2,086.14 to be paid from Lehigh Valley Section House Capital Improvement budget appropriation.

Unanimously carried

**ON MOTION** by Deputy Mayor Torre, seconded by Trustee Jackson Hunt the following resolution was adopted.

**WHEREAS**, the Village of Williamsville installed Bioswales throughout the Village that are designed to help reduce flooding, recharge groundwater, and improve water and air quality; and

**WHEREAS**, the Village Bioswales have been overrun with invasive species, and are now in need of new plantings and regular maintenance, and

**WHEREAS**, the Village Board believes an organized and motivated volunteer committee is needed to help implement native plant ecosystems to assist with the proper function and sustainability of the Bioswales.

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**NOW, THEREFORE, BE IT RESOLVED** that the Village Board of Trustees hereby establishes a new volunteer committee, known as the Village Bioswales Committee. to be appointed by the Mayor and Board of Trustees annually.

Unanimously carried

**Report – Trustee Jackson**

**ON MOTION** by Trustee Jackson, and seconded by Mayor Hunt, the following resolution was adopted:

**RESOLVED**, that Local Law #2 of 2025 Amending Chapter 89 (Streets and Sidewalks) Relative to Snow and Ice Removal is hereby adopted.

Unanimously carried

**ON MOTION** by Trustee Jackson, and seconded by Deputy Mayor Torre, the following resolution was adopted:

**WHEREAS**, there currently is no security system for the Glen Park Bathroom Facility and the building is in need of updated access control panels to make it more secure and allow for remote access; and

**WHEREAS**, a quote in the amount of \$4,982.00 was received by Armored Alarm, Inc., to install two access panels and readers for the electrical room and bathroom;

**NOW, THEREFORE, BE IT RESOLVED**, that the Mayor is hereby authorized to sign the proposal from Armored Alarm, Inc., in the amount of \$4,982.00 to be paid from the Glen Park Capital Improvements budget appropriation.

Unanimously carried

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**Staff Reports:**

***Administrator Canell:***

- *My Village: Williamsville free app released. Download from App Store or Google Play.*
- *Nice overview of the Village*
- *Restaurant listing*
- *Reporting function*
- *Link to WBA site.*

***Attorney Grieco:***

*No report*

***Crew Chief Vilonen:***

- *DPW bi-monthly pick has begun. Branches, whitegoods, concrete and metal will be picked up by DPW on the 2<sup>nd</sup> and 4<sup>th</sup> Monday. No reservations needed.*
- *Construction season has begun.*
- *Grove and Franklin begin on Wednesday.*
- *Park St. – curbs and drainage adjacent to Garrison Park.*

**ON MOTION** by Mayor Hunt, seconded by Deputy Mayor Torre, it was moved to adjourn the meeting at 7:56 p.m.

Unanimously carried

The next Village Board meeting will be held on Monday, March 24, 2025, at Village Hall, 5565 Main Street, Williamsville, NY.

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Suzanne Canell  
Administrator/Clerk-Treasurer