

**Village of Williamsville  
Village Board Meeting Agenda  
5565 Main Street, Williamsville, New York  
January 13, 2025, at 7:30pm**

- I.      **Call to Order**                      Pledge of Allegiance  
                                                         Roll Call
- II.      **Approval of Minutes**      Regular Meeting December 9, 2024  
                                                         Special Meeting December 19, 2024  
                                                         Special Meeting December 31, 2024
- III.     **Rules of Procedure**
- IV.     **Suspension of Rules for Public Participation**
- V.      **Proclamation(s)**              None
- VI.     **Public Hearing(s)**              Local Law Amending Chapter 103 (Vehicles & Traffic), Section 16 (No Standing) to establish a No Standing zone on the East Side of North Ellicott Street 100 feet North of Main Street
- VII.    **Village Board**
- Mayor Hunt – Reports & Resolutions**
- a) Reports  
b) Authorize General Fund budget transfers  
c) Authorize Payroll & Vouchers from 12/05/2024 to 1/13/2025  
d) Resolution to approve Board travel to NYCOM legislative meeting in Albany, New York.  
e) Resolution to designate offices to be filled and terms for the 2025 Special Village Election  
f) Resolution to designate date, hours for voting, voting district and polling location for the 2025 Special Village Election  
g) Resolution to authorize Administrator to publish date of 2025 Special Village Election
- Deputy Mayor Torre – Reports & Resolutions**
- a) Reports  
b) Resolution to approval to Submit a Grant Proposal to the NYS Homes and Community Renewal Plus One Accessory Dwelling Unit Program.  
c) Resolution to authorize Mayor to sign proposal from Flynn Battaglia to create construction bid documents for Lehigh Valley Section House roof replacement.
- Trustee Celeste – Reports & Resolutions**
- a) Reports  
b) Resolution to Adopt Local Law #1 of 2025 (No Standing Zone on N. Ellicott)
- Trustee Hahn – Reports & Resolutions**
- a) Reports
- Trustee Jackson – Reports & Resolutions**
- a) Reports
- VIII.   **Staff Reports**
- IX.     **Adjournment**

*This meeting is conducted according to the Rules of Procedure as adopted by the Village Board on 7/15/2024*

## Meetings Schedule

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

1<sup>st</sup> Mon Planning Board Work Session 7:00pm Meeting / 7:30pm  
2<sup>nd</sup> Mon Village Board Work Session 6:00pm / Meeting 7:30pm  
3<sup>rd</sup> Mon Environmental Advisory Council 7:15pm  
3<sup>rd</sup> Mon Meeting House Events Committee 6:15pm (Mtg House)  
4<sup>th</sup> Mon Village Board Work Session 6:00pm / Meeting at 7:30pm  
2<sup>nd</sup> Tue Beautification Committee 1:00pm (Ad Hoc)  
3<sup>rd</sup> Tue Parks Committee 7:00pm  
3<sup>rd</sup> Tue Tree Board 6:00pm  
4<sup>th</sup> Tue HPC Work Session 7:00pm / Meeting 7:30pm  
4<sup>th</sup> Tue Youth & Recreation Committee 7:00pm (Aud)  
2<sup>nd</sup> Wed Glen Park Joint Board 7:00pm in Conference Room  
3<sup>rd</sup> Wed ZBA Work Session 7:00pm / Meeting 7:30pm (Aud)  
1<sup>st</sup> Thu Traffic & Safety Committee 6:30pm  
2<sup>nd</sup> Thu Arts, Culture & Diversity Committee 7:00pm  
3<sup>rd</sup> Thu Glen Park Art Festival Meeting 7:00pm

## Village Board Liaisons

*(Updated 7/15/24)*

**MAYOR HUNT:** APD, Williamsville Fire Department, Executive Safety Committee, Records Management Committee, Co-Liaison DPW

**DEPUTY MAYOR TORRE:** Environmental Advisory Committee, Historic Preservation Commission, Zoning Board of Appeals

**TRUSTEE CELESTE:** Traffic & Safety, Meeting House, DPW, Intergovernmental Agency, Youth & Recreation

**TRUSTEE HAHN:** Tree Board, Planning & Architectural Review Board, Beautification Committee, Erie County Energy, Williamsville Business Association (Co-liaison)

**TRUSTEE JACKSON:** Arts/ Culture & Diversity Committee, Glen Park Joint Board, Parks Committee, Williamsville Business Association (Co-liaison)

## Meetings & Events

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

### January 2025

02 Traffic & Safety Committee 6:30pm  
06 Planning Board Work Session 7:00pm / Meeting 7:30pm  
08 Glen Park Joint Board 7:00pm  
09 Arts, Culture & Diversity Committee 7:00pm  
**13 Village Board Work Session 6:00pm**  
**13 Village Board Regular Session 7:30pm**  
15 ZBA Work Session 7:00pm / Meeting 7:30pm  
21 Meeting House Events Committee 6:15pm  
21 Environmental Advisory Committee 7:15pm  
22 Tree Board 6:00pm  
22 Parks Committee 7:00pm  
**27 Village Board Work Session 6:00pm**  
**27 Village Board Regular Session 7:30pm**  
28 HPC Work Session 7:00pm / Meeting 7:30pm  
28 Youth & Recreation Committee 7:00pm

### February 2025

03 Planning & Architectural Review Board 7:30pm  
06 Traffic & Safety Committee 6:30pm  
**10 Village Board Work Session 6:00pm**  
**10 Village Board Regular Session 7:30pm**  
11 Beautification Committee 1:00pm  
12 Glen Park Joint Board 7:00pm  
13 Arts, Culture & Diversity Committee 7:00pm  
18 Meeting House Events Committee 6:15pm  
18 Environmental Advisory Committee 7:15pm  
19 ZBA Work Session 7:00pm / Meeting 7:30pm  
20 Tree Board 6:00pm  
20 Parks Committee 7:00pm  
**24 Village Board Work Session 6:00pm**  
**24 Village Board Regular Session 7:30pm**  
25 HPC Work Session 7:00pm / Meeting 7:30pm  
25 Youth & Recreation Committee 7:00pm



Visit the Village website at

[www.walkablewilliamsville.com](http://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 **2024-2025** fiscal year:

To:	009-7141-4430 Glen Park/Sanitary Waste Disposal .....	\$375.00
From:	009-7141-4102 Glen Park/Landscaping .....	\$375.00
To:	001-8510-4340 Community Beautification/Plants .....	\$136.00
	001-8510-4450 Community Beautification/Miscellaneous.....	\$235.00
From:	001-8510-4110 Beautification/Service Contracts/Main Street Weed Control .....	\$371.00
To:	001-8020-2000-4040 Planning/Equipment .....	\$4.00
From:	001-8020-4040 Planning/Education Expense/Travel .....	\$4.00
To:	001-7110-4165 Parks/Repairs-Shelter Maintenance .....	\$112.00
From:	001-7110-4169 Parks/Repairs-Other .....	\$112.00
To:	001-3410-4160-3407 Fire Protection/Truck Expense-Rescue 7 .....	\$78.00
From:	001-3410-4160 Fire Protection/Truck Expense .....	\$78.00
To:	001-1640-2000 Central Garage/Equipment.....	\$240.00
From:	001-1640-4161 Central Garage/Small Equipment Repair.....	\$240.00
To:	001-1620-2000 Buildings/Equipment .....	\$102.00
	001-1620-4231 Buildings/Maintenance-HVAC.....	\$678.00
From:	001-1620-4230 Building/Building Maintenance.....	\$780.00
To:	001-1410-4450 Village Clerk/Miscellaneous.....	\$119.00
From:	001-1410-4010 Village Clerk/Office Supplies.....	\$119.00
To:	001-1410-4040 Village Clerk/Education Travel .....	\$181.00
From:	001-1410-4010 Village Clerk/Office Supplies.....	\$181.00
To:	001-1110-4010 Village Justice/Office Supplies.....	\$77.00
From:	001-1110-2000 Village Justice/Equipment .....	\$77.00
To:	001-1410-4040 Village Clerk/Education Expense/Travel .....	\$210.00
From:	001-1410-2000 Village Clerk/Equipment .....	\$210.00
To:	001-1410-4600 Village Clerk/Computer Support .....	\$1,255.00
From:	001-1410-4110 Village Clerk/Service Contracts .....	\$1,255.00
To:	001-1620-4110 Buildings/Service Contracts.....	\$70.00
From:	001-1620-4070 Building/Utilities.....	\$70.00
To:	001-3410-4160-3451 Fire Protection/Truck Expense-2015 Ford F350 XL Utility .....	\$84.00
From:	001-3410-4160 Fire Protection/Truck Expense .....	\$84.00

To: 001-7535-4230 Village Meeting House/Maintenance .....\$124.00  
From: 001-7535-4070 Village Meeting House/Utilities .....\$124.00

## HUNT #2

**RESOLVED**, that payroll and vouchers in the amount of **\$547,826.18** covering the period from 12/02/24 through 1/13/25 are hereby approved as follows:

**PAYROLL COVERING 12/02/2024 – 1/02/2025**                      \$    93,392.18

**VOUCHERS COVERING 12/05/2024 – 1/12/2025**

<b>GENERAL FUND</b>	\$ 382,425.00
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<b>SEWER FUND</b>	\$ 27,677.84
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<b>GLEN PARK FUND</b>	<b>\$ 12,217.73</b>
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<b>TRUST &amp; AGENCY FUND</b>	\$ 3,609.02
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<b>SEWER CONSOLIDATION PROJECT</b>	<b>\$ 13,714.00</b>
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ORCHARD ST/PARK DRAINAGE	\$ 2,941.50
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<b>WATER LINE ISLAND PARK RESTROOMS</b>	<b>\$</b>	<b>2,611.40</b>
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<b>DEBT SERVICE FUND</b>	<u>\$ 9,337.50</u>
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\$ 454,534.00

**GRAND TOTAL** \$ 547,826.18

### HUNT #3

**RESOLVED**, that all members of the Village Board of Trustees are hereby authorized to travel to the 2025 Annual Legislative Meeting of NYCOM to be held in Albany, New York, from February 2-4, 2025, at a cost not to exceed \$825.00 each to cover conference and lodging.

## HUNT #4

**WHEREAS**, the next Village election will be held on June 17, 2025; and

**WHEREAS**, the offices to be filled and the terms thereof, are as follows:

Two (2) Trustees for terms of four (4) years each

**NOW, THEREFORE, BE IT RESOLVED**, that the Administrator is hereby authorized to publish a legal notice designating the date of the election, the offices to be filled and the terms thereof in the January 30, 2025 Amherst Bee.

## HUNT #5

**WHEREAS**, the next Village election is to be held on Tuesday, June 17, 2025, and

**WHEREAS**, the hours of voting shall be from 12:00 noon until 9:00 pm

**NOW, THEREFORE, BE IT RESOLVED**, that said Village has one (1) election district which includes the entire area of the municipal boundaries of the Village of Williamsville; and

**BE IT FURTHER RESOLVED**, that the sole polling place of holding such election shall be at Williamsville Village Hall, 5565 Main Street, Williamsville, New York.

#### **TORRE #1**

**RESOLVED**, that the Mayor is hereby authorized to sign the proposal from Flynn Battaglia Architects in the amount of \$8,250 for the preparation of construction and bidding documents for the Lehigh Valley Section House roof replacement and/or repairs.

#### **TORRE #2**

**WHEREAS**, the Village of Williamsville's Board of Trustees hereby requests financial assistance from the New York State Homes and Community Renewals Plus-One Accessory Dwelling Unit (ADU) Program in order to create the Williamsville Accessory Dwelling Unit (ADU) Pilot Program; and

**WHEREAS**, the Village of Williamsville has a goal to increase housing affordability and enhance multigenerational living options, while protecting the character of our neighborhoods; and

**WHEREAS**, the Village's Program proposal aims to generate additional housing opportunities through direct assistance to homeowners for the design, approval and construction of new and rehabbed Accessory Dwelling Units in eligible zoning districts, including those units intended for aging parents and disabled adult children; and

**WHEREAS**, the Village of Williamsville will act as Lead Agency and certifies that the Town of Amherst will be the program administrator for program delivery services, and Belmont Housing Resources for WNY, Inc. (Belmont) will be the Village's Not-for-Profit Partner to provide construction management services; and

**WHEREAS**, the grant program does not require a match; now therefore be it

**RESOLVED**, that the Village of Williamsville Board of Trustees hereby authorizes the submittal of the grant proposal for the Williamsville Accessory Dwelling Unit (ADU) Pilot Program to the NYS Homes and Community Renewals Plus One Accessory Dwelling Unit Program.

#### **CELESTE #1**

**RESOLVED**, that the Local Law #1 of 2025 to amend Chapter 103 (Vehicles & Traffic) Section 16 amending the No Standing Restriction on North Ellicott Street is hereby adopted