

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, April 22, 2024 at 7:30 p.m.

The Village Board meeting was opened at 7:35 pm by Mayor Hunt.

Deputy Mayor DeLano led the Pledge of Allegiance at 7:36pm.

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
Charles Grieco, Village Attorney

Absent: Ben Vilonen, DPW Crew Chief

Deputy Mayor DeLano commented on the passing of George Measer, Jr., who passed on April 16, 2024, at the age of 98. Deputy Mayor DeLano spoke about Mr. Measer's community involvement and family history as publishers of the Bee Newspapers. A moment of silence was observed in honor of Mr. Measer.

Noted that Resolution listed under Trustee Torre on agenda identified incorrect project. Proposed resolution deleted from agenda.

ON MOTION by Trustee Torre, seconded by Deputy Mayor DeLano, it was moved to approve the minutes of the regular meeting held on April 9, 2024.

Unanimously carried 5-0

ON MOTION by Mayor Hunt, seconded by Trustee Torre, it was moved to open the public participation portion of the meeting at 7:47 p.m.

Unanimously carried 5-0

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

1.) Tom Frank – Village Resident

Has been participating the Community Plan forums. Worked with Charlie Specht on the original Community Plan 10 years ago. The connection and hydro-geography of Ellicott Creek was in it. Met with the Policy Planning Manager for Parks & Trails NY at the statewide meeting in Niagara Falls. It is important to review the Glen Park master plan and the interconnection with the Amherst State Park going down to Sheridan Drive where the Youth & Rec Center is. Bicentennial will be next year. Met with people from I Love NY.

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 5-0

Report – Mayor Hunt

When I was considering running for Mayor, I knew one of the hurdles I would face was the financial state of the Village. I knew it wouldn't be an easy task and that is why there is a financial planner to my left [referring to Trustee Hahn] and a Deputy Mayor who was a former Mayor and Trustee to my right [referring to Deputy Mayor DeLano] with all of their knowledge and support, as well as a new Administrator and Deputy Treasurer with this administration. It is a civil servant's fiduciary responsibility to transition a government office to the next administration and that did not happen. We have spent the last nine months organizing files, making adjustments, and doing forensic accounting, working closely with the accounting firm for the Village in doing so. Out of the 2022-2023 audit it was determined that several capital projects were not closed by the previous administration and bonds for capital projects were not issued, so now we are dealing with that. We have held the line on many budget items and new large expenditures have been put on hold until we get the complete picture for the Village capital projects that were not closed, debt services owed, and future bond needs. In order to be perfectly transparent and to be able to close the financial records from the past few years with confidence knowing that we have an accurate accounting and reconciliation record, I have spoken to the Office of the Comptroller. The Local Government Accountability Office will be following up on our conversation. I want all Village residents to know and to understand that there is an exceptional team working on this. This entire team has been working on this hours upon hours beyond the normal workday to accomplish a stable financial picture and a bright future for this Village.

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ON MOTION by Mayor Hunt, seconded by Trustee Torre, 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:	001-1410-2010-0000 (Village Clerk/Computer Software).....	\$46.00
	001-1410-4030-0000 (Village Clerk/Printing & Advertising)	\$99.00
	001-1410-4060-0000 (Village Clerk/Telephone)	\$81.00
	001-1410-4061-0000 (Village Clerk/Cellular Phone)	\$19.00
From:	001-1410-2000-0000 (Village Clerk/Equipment).....	\$245.00
To:	001-1620-4070-0000 (Law/Attorney/Utilities)	\$856.00
	001-1620-2010-0000 (Law/Attorney/Computer Equipment).....	\$138.00
From:	001-1620-2000-0000 (Law Attorney/Equipment).....	\$994.00
To:	001-1640-1001-0000 (Building/Personal Services)	\$139.00
	001-1640-2000-0000 (Building/Equipment)	\$279.00
From:	001-1640-4070-0000 (Building/Utilities).....	\$418.00
To:	001-3410-4160-3409 (Fire Protection/Service 9 Truck)	\$245.00
	001-3410-4160-3471 (Fire Protection/Tires/Service UTV)	\$3110.00
From:	001-3410-4160-0000 (Fire Protection)	\$3355.00
To:	001-6410-4920-0000 (Snow Removal/Flags).....	\$1588.00
	001-6989-4040-0000 (Snow Removal/Educational Travel).....	\$40.00
From:	001-5142-4290-0000 (Snow Removal/Salt).....	\$1628.00
To:	001-7110-2020-0000 (Parks/Park Equipment)	\$1156.00
From:	001-7110-2000-0000 (Park/Equipment)	\$1000.00
	001-7110-4162-0000 (Park/Repairs Pools)	\$156.00
To:	001-7530-4450-0000 (Village Meeting House/Misc.)	\$60.00
From:	001-7530-4460-0000 (Village Meeting House/Arts,Cultural & Diversity)	\$60.00

Unanimously carried 5-0

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

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

To:	007-8120-4070-0000 (Sanitary Sewers/Utilities)	\$63.00
From:	007-8120-4100-0000 (Sanitary Sewers/Professional Fees).....	\$63.00

Unanimously carried 5-0

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RESOLVED, that payroll and vouchers in the amount of **\$94,635.25** covering the period from **03/25/24 – 04/22/24** are hereby approved as follows:

PAYROLL COVERING 03/25/2024 - 04/07/2024	\$ 47,181.28
VOUCHERS COVERING 04/10/2024 - 04/22/2024	
GENERAL FUND	\$ 35,121.77
WATER FUND	\$ 0.00
SEWER FUND	\$ 6,586.61
GLEN PARK FUND	\$ 796.52
TRUST & AGENCY FUND	\$ 476.62
LEHIGH VALLEY SECTION HOUSE	<u>\$ 12,270.00</u>
	\$ 55,251.52
 GRAND TOTAL	 \$ 94,635.25

Report – Deputy Mayor DeLano

Farmers Market is opening May 18th. Picked up seedlings for annual Tree Board Arbor Day giveaway. We will do separate resolutions next meeting Arbor Day and Earth Day.

Crosswalk at Milton & S. Cayuga – We put that out to bid for pricing. We are working towards locking in that funding. It is a high priority.

Community Plan is moving forward quite nicely. WWS Consulting doing a wonderful job so far. Held three forums, have two more to go. Area 4 is the next meeting – from the Southeast corner of the Village, South of Wehrle; Area 5 is last meeting – South of Main Street, West of the Creek – Monday April 29th at 6:30 p.m. at Mill Middle School cafeteria. Reminder you can attend any meeting no matter what area of the Village you live in.

ON THE QUESTION of the adoption of the Community Plan Project Charter, Trustee Hahn had several items relating to the content and some verbiage within the Project Charter he wanted further discussion on. Didn't think it was appropriate to vote on this without prior discussion. Suggested they have a separate work session devoted exclusively to the Project Charter and the Community Plan Update Committee. *[Mayor: Was discussed in length last year when committee was initially formed. Clarified the Charter was just the roadmap for the project. Asked for any particular questions he had.]*

Trustee Hahn felt it should be discussed in more detail because it is essentially saying the Board is adopting as a policy. *[Mayor Hunt reiterated it reviewed steps to be taken to update the plan, and that the Village will work with Town of Amherst Planning as a resource. Deputy Mayor DeLano stated tabling the resolution puts it into the middle of May. Agrees there's a lot in there, but felt it's nothing they haven't discussed. Mayor Hunt suggested they table and add half hour work session to the upcoming Special Meeting and also vote on adoption at that point.]*

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ON MOTION by Mayor Hunt, seconded by Trustee Hahn, the resolution was tabled. Ayes – 4 (Celeste, Hahn, Hunt, Torre); Noes – 1 (DeLano)

Motion Carried 4-1

Report – Trustee Torre

Happy Earth Day! Thanked all the local businesses that participated in ‘Green Up Williamsville’ campaign. They made extra effort to clean up in front of their business and were wonderful to work with. Earth Day is every day in the Village!

The Brownies from Forest Elementary will be helping to clean up the bioswales and were featured on the front page of the Amherst Bee. They did this last year and they loved helping out. Will also be cleaning bioswales along S. Long Street.

‘We Love Our Park’ day takes place on May 11th. The Environmental Advisory Committee and Glen Park Joint Board will be meeting at Noll Nature Pavilion and in front of the Mill on Spring Street at 10:30a.m. Anyone wishing to volunteer please meet us at either location.

The Historic Preservation Commission meeting will be tomorrow, April 23rd. Changed the starting time. Moving forward will be 7:00pm (not 6:30pm).

Change in date for Environmental Advisory Committee Meeting to May 9th to discuss Earth Day.

Village is participating in ‘No Mow May’. Can leave your lawn to grow to longer length. Will discuss in next meeting.

No resolutions.

Report – Trustee Hahn

No reports.

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

RESOLVED, that Local Law No. 5 of 2023 to amend Chapter 112 (Zoning) to make certain clarifying technical amendments related to code administration to clarify that material modifications to approved site and architectural plans must be reviewed and approved by the Planning and Architectural Review Board, was approved by unanimous vote at the Village Board meeting on December 11, 2023; and

WHEREAS, New York State received the certification of the Local Law in 2024; and

WHEREAS, New York State requires the Local Law to be recorded in the year that the State received notice;

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NOW, THEREFORE BE IT RESOLVED, that Local Law #5 of 2023 will now be known as Local Law #1 of 2024.

Unanimously carried 5-0

Report – Trustee Celeste

Meeting House is seeing some robust usage, scheduled events and rentals. Kensington Expressway talk was very well received. Discussions with committee to look to the Fall for musical events keying in on different historical aspects – traditional songs of NY State, Songs from War of 1812, Erie Canal, etc.

Traffic & Safety key topics are Eagles & Evans intersection, parking lot at Ed Young's and Creekview issues with parking and safety, speeding on Hirschfield. We will be continuing those discussions.

Parks clean up sessions have been scheduled – May 19th from 9:00-11:00a.m. at Garrison; June 23rd from 8:00-10:00a.m. at Island Park including some painting – August 3rd from 8:00-10:00a.m. at South Long and Lehigh Trail. Committee is working on purchasing a number of items for basketball, pickle ball, etc. Talks about chess tables, painting and other types of activities around the Farmers Market.

No Resolutions.

Staff Reports:

Attorney Grieco: No report

Administrator Canell: No report

Deputy Treasurer Voight: No report

DPW Crew Chief: Absent

ON MOTION by Deputy Mayor DeLano, seconded by Trustee Torre, it was moved at 8:34 p.m. to go into Executive Session to discuss a matter leading to the potential appointment, promotion, demotion, suspension, dismissal or removal of a particular person.

Unanimously carried 5-0

Return from Executive Session

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ON MOTION by Mayor Hunt, seconded by Trustee Celeste, it was moved to adjourn the meeting at 9:06 p.m.

Unanimously carried

The next Village Board meeting will be held on Monday, May 13, 2024, at Village Hall, 5565 Main Street, Williamsville, NY.

Suzanne Canell
Administrator/Clerk-Treasurer