

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, September 22, 2025 at 7:30 p.m.

The Village Board meeting was opened at 7:33pm by Mayor Hunt.

Pledge of Allegiance led by Tricia Brown 7:33pm.

Present: Christine Hunt, Mayor
Jim Celeste, Deputy Mayor
Jeffrey Hahn, Trustee
Amy Jackson, Trustee
Steven Meyer, Trustee

Also present: Suzanne Canell, Administrator/Clerk-Treasurer
Nick McCormick
Charles D. Grieco, Village Attorney
Ben Vilonen, Crew Chief
Kathryn Rappleye, Deputy Clerk

ON MOTION by Mayor Hunt, seconded by Trustee Hahn, it was moved at 7:47pm to approve the minutes from the September 8, 2025 meeting.

Unanimously carried

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

ON MOTION by Mayor Hunt, seconded by Deputy Mayor Celeste, it was moved to open the public participation portion of the meeting.

Unanimously carried

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

1.) Tricia Brown – Village Business Owner

- Would like to take the opportunity to thank the Board for the all togetherness on Music on Main.
- Open communication between business owners and Village Board. Concerns were addressed quickly.
- Family friendly aspects taking place once a month, at United Methodist Church and Saints Peter & Paul's were added this year.
- The committee was able to make a \$500 donation to the Williamsville School music program.
- Regarding the composting that was discussed at Work Session, has concerns namely rodents. Would like one or more restaurant owners in the meeting while developing the program.

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- Discussion regarding Pulaski Parade timing and location. *[Mayor Hunt-Parade time will be 1pm-2pm on October 12, 2025. Location is our traditional route. Main Street will be diverted from Youngs Rd. to Union Road. Actual parade is from Williamsville South High School to Cayuga Road.]*
- October Halloween walking parade in the Village with trick or treating in the Village businesses. Village could provide a flyer regarding pumpkin composting to be added to trick or treat bags that are being provided by Jacqueline at the UPS Store.
- Thank you for the open communication. Much better working relationship between the business community and the Village government right now.

2.) Jim Nau – Village Resident and Business Owner

- Appreciates the open lines of communication between the Village and businesses.
- Believes Music on Main went well.
- Working with Jacqueline (UPS Store) on Candy Crawl
- Willing to sit on the committee working on composting. Pest control big concern.
- Not having enough food was a concern during Music on Main. I had more food sales this year than I ever had.
- Pizza truck next door did very well too.

3.) Tom Frank – Village Resident

- Growing the canopy presentation was excellent.
- Ellicott Creek is the lifeblood of Williamsville.
- We are in a strategic area.
- Statewide plan.
- \$3 hundred million dollars in funding available
- Intermunicipal cooperation between governing bodies is important
- Erie/Niagara County Comprehensive plan was developed by Mary Lou Rath
- Ellicott Creek drainage goes to Erie County park to Niagara River and into Lake Ontario. This is a 34 mile project.

ON MOTION by Mayor Hunt, seconded by Deputy Mayor Celeste it was moved to close the public participation portion of the meeting.

Unanimously carried

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Public Hearing

Amending Chapter 73 Section 73-6 relative to permitting mobile food vending

ON MOTION by Mayor Hunt, seconded by Deputy Mayor Celeste, it was moved at 7:46 p.m. to open this public hearing.

Unanimously carried

[No comments or questions]

ON MOTION by Mayor Hunt, seconded by Deputy Mayor Celeste, it was moved at 7:46 p.m. to close this public hearing.

Unanimously carried

Reports & Resolutions – Mayor Hunt

- *Happy Birthday to Administrator Canell. I cannot thank her enough for all that she has done for the Village in her fulltime capacity as Administrator, Clerk/Treasurer. Sue walked into a difficult situation and I had great ambitions. I could not have achieved half of what we accomplished in the last 2 years without her. We have accomplished so much. We have brought our finances up to date. I am confident in our finance projections now. I had no idea where we were when I was elected. I really cannot thank her enough. She has been a gift to the Village. With that being said, I have accepted her resignation from her fulltime position as of close of business today. In her vacating that seat, we have brought on Nick McCormick. Although he has big shoes to fill, I am sure he will do a great job. He has fabulous credentials, so I, as Mayor, appoint Nick McCormick to the open position as Administrator, Clerk/Treasurer for the Village of Williamsville as of September 23, 2025.*
- *We also had a vacancy in the Secretary to the Mayor position, so I am also appointing Ruby Bingham to fill the open position for the Village of Williamsville, retroactive to September 15, 2025.*
- *Thank you for everything Sue, I truly appreciate your time and efforts in all that you have accomplished.*

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

BE IT RESOLVED, that the following *budget transfers* are hereby made in the **General Fund** for the **2025-2026** fiscal year:

To: 001-1620-4260 Buildings/Maintenance Supplies.....\$352.00
From: 001-1620-4240 Buildings/Maintenance/Paint/Carpet\$352.00

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To: 001-1640-4110 Central Garage/Service Contracts	\$531.00
From: 001-1640-4160 Central Garage/Building Repairs & Maintenance	\$531.00
To: 001-5110-4161-0915 Street Maintenance/Repairs Ravo Sweeper	\$74.00
From: 001-5110-4161 Street Maintenance/Repairs-Equipment.....	\$74.00
To: 001-7530-2000 Village Meeting House/Equipment.....	\$4,680.00
From: 001-7530-2010 Village Meeting House/Capital Improvements.....	\$4,680.00
To: 001-3410-4160-3401 Fire Protection/Engine 1	\$1,495.00
001-3410-4160-3405 Fire Protection/Rescue Engine.....	\$328.00
From: 001-3410-4160 Fire Protection/Truck Expense.....	\$1,823.00

Unanimously carried.

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

BE IT RESOLVED, that payroll and vouchers in the amount of **\$185,878.70** covering the period from **08/25/2025** through **09/10/25** are hereby approved as follows:

PAYROLL COVERING 08/25/25-09/07/25	\$ 49,272.32
VOUCHERS COVERING FY 2025/2026	
GENERAL FUND	\$ 127,065.77
SEWER FUND	\$ 1,605.80
GLEN PARK FUND	\$ 193.81
TRUST & AGENCY FUND	\$ 2,800.00
SEWER CONSOLIDATION PROJECT	\$ 4,941.00
	\$ 136,606.38
GRAND TOTAL	<u>\$ 185,878.70</u>

Unanimously carried

ON MOTION by Mayor Hunt, seconded by Trustee Hahn , the following resolution was adopted.

BE IT RESOLVED that **Luke Readling**, of *Williamsville, New York*, is hereby appointed as an active member of the Williamsville Fire Department effective October 1, 2025.

Unanimously carried

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

RESOLVED, that the Williamsville Fire Department is hereby authorized to have James Zymanek and Holly Schiferle travel to and attend the Fire Fusion training in Charleston, South Carolina from October 14, 2025 through October 17, 2025 at an estimated cost of \$1,804.00 each plus the expense of airfare for lodging and meals, to be paid from Education Expense/Travel budget appropriation line.

Unanimously carried

Unanimously carried

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

WHEREAS, the Village of Williamsville Board of Trustees has determined that an increased workload in the Village Clerk's office necessitates additional administrative support to ensure efficient operations; and

WHEREAS, a new part-time position entitled "Account Clerk" shall be created in accordance with the responsibilities and duties as defined by the job description developed by Erie County Civil Service,

THEREFORE, BE IT RESOLVED, that a new part-time position entitled Account Clerk for the Village of Williamsville is hereby created, effective immediately.

Unanimously carried

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

RESOLVED, that Suzanne Canell, of Williamsville, New York, is hereby appointed as part-time Account Clerk effective September 23, 2025 at the rate of \$29.48 per hour.

Unanimously carried

Report & Resolutions – Deputy Mayor Celeste

- *Meeting House Agenda: Historical Speaker Series. Two speakers scheduled:*
 1. *Kim Gable – March 8, 2026 – Changes to Williamsville Streetscape*
 2. *Joe Biscaglia – March 22, 2026 – Williamsville and the War of 1812*
- *Santa will make an appearance on December 6, 2025 from 10a.m.-12noon*
- *February 28,2026 - Soup Stroll*

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ON MOTION by Deputy Mayor Celeste, seconded by Trustee Jackson, the following resolution was adopted.

RESOLVED, that the Village Clerk is hereby authorized and instructed to publish an advertisement for bids for the upgrade of the Village Hall as well as the Hutchinson Hose Fire Department located in the Village of Williamsville. Bids for the construction of the project are to be received at the office of the Village Clerk until Tuesday, November 18, 2025, at 2:00pm local time.

Unanimously carried

Reports & Resolutions – Trustee Hahn

- *Thanks to the Krieters and the Roths for their contributions to our gardens and for their volunteer service in general. Generally, I would like to commend all our volunteers in the Village.*

ON MOTION by Trustee Hahn, seconded by Mayor Hunt, the following resolution was adopted.

RESOLVED, that *Patricia Fulwiler* is hereby appointed to the Comprehensive Plan Action Committee.

Unanimously carried

Reports & Resolutions – Trustee Jackson

ON MOTION by Trustee Jackson, seconded by Deputy Mayor Celeste, the following resolution was adopted.

RESOLVED, that *Bobbi Scott-Stearns* is hereby appointed as Chairperson of the Arts Culture and Diversity Committee.

Unanimously carried

Reports & Resolutions – Trustee Meyer

- *Would like to encourage all Village residents to visit new mural at 5484 Main Street. Attended Mural dedication at 5484 Main Street. It's a beautiful mural.*
- *Express deep gratitude to Suzanne Canell for all her hard work and dedication. When I first ran for the Trustee position, I was told that I would get to work with Sue & I was very excited for that. Sad to see you leaving but glad that you are taking on a part-time role.*

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Staff Reports:

Attorney Greico

Administrator Canell:

-Nothing this evening.

-Thank you to the Mayor and the Board for bringing me into the Village and your constant support over the past 2 years. You have showed complete faith and confidence in me as your Administrator and I truly appreciate that. I look forward to continuing to support the Village in any way that I can as we transition into our new rolls. I also just wanted to acknowledge and thank our staff for all of their support and hard work. I can't say enough about how wonderful our current staff is. We're very very lucky. Everyone here works together beautifully to get so much accomplished each and every day no matter what the new day brings. We couldn't get anything done without them and I'm immensely proud of this team and consider that my greatest accomplishment since arriving. I feel very lucky to be part of such a wonderful community and look forward to making further contributions in my new role. Thank you.

Nick McCormick

-I acknowledge that I have very large shoes to fill and I am honored that I was chosen to fill Administrator Canell's position.

Crew Chief Vilonen:

*-Leaf pickup is October through December. Until DPW pickup, please place leaves in brown leaf and lawn bags. When raking leaves, please remember that per code, the piles should not exceed 6' in diameter and should be placed at the curb or at the pavement line and **not placed in the paved portion of any street.***

ON MOTION by Mayor Hunt, seconded by Trustee Hahn, it was moved to adjourn at 8:00p.m.

Unanimously carried

The next regular Village Board meeting will be held on Monday, October 14, 2025, at Village Hall, 5565 Main Street, Williamsville, NY.

Suzanne Canell
Administrator/Clerk-Treasurer