

**Village of Williamsville  
Village Board Meeting Agenda  
5565 Main Street, Williamsville, New York  
May 22, 2023 at 7:30pm**

- I. **Call to Order**            Pledge of Allegiance  
   Roll Call
  
- II. **Proclamation(s)**
  
- III. **Approval of Minutes**    Regular Meeting May 8, 2023
  
- IV. **Public Hearing(s)**    Changes to parking on Mill Street  
   Creating the Zoning Enforcement Officer position  
   Proposed designation of 19 S. Long Street as Historic Landmark
  
- V. **Suspension of Rules for Public Participation**
  
- VI. **Village Board**
  - 1.) **Mayor Rogers - Report and Resolution(s)**
    - 1.) Authorize 2022-2023 General Fund Budget Transfers
    - 2.) Authorize 2022-2023 Sewer Fund Budget Transfers
    - 3.) Authorize 2022-2023 Glen Park Fund Budget Transfers
    - 4.) Authorize 2022-2023 General Fund Budget Amendment
    - 5.) Authorize Payroll and Vouchers from 4/24/2023 - 5/16/2023
    - 6.) Authorize travel for Deputy Treasurer to attend Annual Meeting of NYCOM
    - 7.) Authorize travel for Deputy Clerk to attend Records Management Conference
    - 8.) Appointment of new fire fighter
    - 9.) Approve part-time clerk mentor to the court
  
  - 2.) **Deputy Mayor DeLano - Report and Resolution(s)**
    - 1.) Approve IMA with Town of Amherst for Code Enforcement Services
  
  - 3.) **Trustee Torre – Report and Resolution(s)**
  
  - 4.) **Trustee Lowther – Report and Resolution(s)**
    - 1.) Appoint new member to Beautification
  
  - 5.) **Trustee Hunt – Report and Resolution(s)**
  
- VII. **Staff Reports**
  
- VIII. **Executive Session**
  
- IX. **Adjournment**

*This meeting is conducted according to the Rules of Procedure as adopted by the Village Board on 7/25/2022*

### Meetings Schedule

(NOTE: 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 meeting at 7:30pm
- 2<sup>nd</sup> Mon. – Village Board Work Session at 6:00pm/Meeting at 7:30pm
- 3<sup>rd</sup> Mon. – Environmental Advisory Council at 7:15pm
- 3<sup>rd</sup> Mon. - Mtg House Events Comm at 6:15pm (Mtg House)
- 4<sup>th</sup> Mon. – Village Board Work Session at 6:00pm/Meeting at 7:30pm
- 2<sup>nd</sup> Tues. – Beautification Committee at 1:00pm(Ad Hoc)
- 3<sup>rd</sup> Tues. – Parks Committee at 7:15pm
- 3<sup>rd</sup> Tues. – Tree Board at 6:30pm
- 4<sup>th</sup> Tues. – Historic Preservation Commission at 6:30pm
- 4<sup>th</sup> Tues. – Youth & Recreation Committee at 7:00pm in Aud
- 2<sup>nd</sup> Wed.- Glen Park Joint Board at 7:00pm in Conference Room
- 3<sup>rd</sup> Wed. – Village Co-Op 5:30pm
- 3<sup>rd</sup> Wed. – Zoning Board at 7:00pm in Aud
- 1<sup>st</sup> Thur. – Traffic & Safety Committee at 6:30pm
- 2<sup>nd</sup> Thur. - Arts & Culture Committee at 7:00pm

### Village Board Liaisons (Updated 7/25/22)

**MAYOR ROGERS:** DPW, Personnel, Insurance, Amherst Police Dept., Executive Safety Committee, Records Management Committee, Fire Dept., Parks

**DEPUTY MAYOR DELANO:** Co-Liaison DPW, Co-Liaison Traffic & Safety, Tree Board, Youth & Rec., Zoning Board of Appeals

**TRUSTEE TORRE:** Glen Park Joint Board, Traffic & Safety, Environmental Advisory Council, Waterfront Advisory Committee

**TRUSTEE HUNT:** Erie County Energy, Inter-Governmental Agency, Arts & Culture Committee, Co-Liaison Parks, Planning & Architectural Review Board, Inter-Governmental Agency

**TRUSTEE LOWTHER:** Meeting House Events Committee, Williamsville Business Association, Beautification, Historic Preservation Commission

### Meetings & Events

All meetings are at Village Hall unless otherwise noted.

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

#### May 2023

- 22 Village Board Work Session at 6:00pm
- 22 Village Board regular meeting at 7:30pm
- 23 Mtg House Events Committee at 6:15pm (at Mtg House)
- 23 HPC Committee meeting at 6:30pm
- 23 Youth & Rec Committee at 7:00pm

#### June 2023

- 1 Traffic & Safety Committee meeting at 6:30pm
- 5 Planning Board meeting at 7:30 (work session at 7:00pm)
- 6 Glen Park Art Festival Committee meeting at 7:00pm
- 8 Arts, Culture & Diversity Committee meeting at 7:00pm
- 12 Village Board Work Session at 6:00pm
- 12 Village Board regular meeting at 7:30pm
- 13 Beautification meeting at 1:00pm
- 14 Glen Park Joint Board meeting at 7:00pm
- 19 Mtg House Events Committee at 6:15pm (at Mtg House)
- 19 Environmental Committee meeting at 7:15pm
- 20 Village Election from 12:00pm – 9:00pm
- 20 Tree Board Committee meeting at 6:30pm
- 20 Parks Committee meeting at 7:15
- 21 Co-Op meeting at 5:30pm
- 21 Zoning Board of Appeals meeting at 7:00pm
- 26 Village Board Work Session at 6:00pm
- 26 Village Board regular meeting at 7:30pm
- 27 HPC Committee meeting at 6:30pm
- 27 Youth & Rec Committee at 7:00pm

#### July 2023

- 3 Planning Board meeting at 7:30 (work session at 7:00pm)
- 6 Traffic & Safety Committee meeting at 6:30pm
- 10 Village Board Work Session at 6:00pm
- 10 Village Board regular meeting at 7:30pm
- 11 Beautification meeting at 1:00pm
- 12 Glen Park Joint Board meeting at 7:00pm
- 13 Arts, Culture & Diversity Committee meeting at 7:00pm
- 17 Mtg House Events Committee at 6:15pm (at Mtg House)
- 17 Environmental Committee meeting at 7:15pm
- 18 Tree Board Committee meeting at 6:30pm
- 18 Parks Committee meeting at 7:15
- 19 Co-Op meeting at 5:30pm
- 19 Zoning Board of Appeals meeting at 7:00pm



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[www.walkablewilliamsville.com](http://www.walkablewilliamsville.com)

For Village information, news & events.

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[www.Facebook.com/williamsville](https://www.Facebook.com/williamsville)



## ROGERS #1

**RESOLVED**, that the following *budget transfers* are hereby made in the *General Fund* for the 2022-2023 fiscal year.

To:	001-1110-4450-0000 (Village Justices/Misc)	\$	88.00
From:	001-1110-4191-0000 (Village Justices/Security)	\$	88.00
To:	001-1410-4600-0000 (Village Clerk/Computer Support)	\$	394.00
From:	001-1410-4620-0000 (Village Clerk/Lease Copy Machine)	\$	394.00
To:	001-1410-4630-0000 (Village Clerk/Grant Writer)	\$	2400.00
From:	001-1410-4055-0000 (Village Clerk/Tax Collection-Lockbox)	\$	1900.00
	001-1410-4111-0000 (Village Clerk/Internet Access/Website)	\$	500.00
To:	001-3310-4231-0000 (Traffic Control/Signs-Maintenance)	\$	2453.00
From:	001-3310-4240-0000 (Traffic Control/Street Painting & Crosswalks)	\$	2453.00
To:	001-3410-4160-0000 (Fire Protection/Truck Expense)	\$	8991.00
From:	001-3410-4160-0000 (Fire Protection/Truck Expense)	\$	8991.00
To:	001-3620-4010-0000 (Safety Inspection/Office Supplies)	\$	18.00
From:	001-3620-4020-0000 (Safety Inspection/Postage)	\$	18.00
To:	001-3620-4100-0000 (Safety Inspection/Professional Fees)	\$	3802.00
From:	001-3620-1000-0000 (Safety Inspection/Personal Services)	\$	3802.00
To:	001-5010-4450-0000 (Street Admin/Misc.)	\$	335.00
From:	001-5010-4040-0000 (Street Admin./Education Exp./Travel)	\$	42.00
	001-5010-4050-0000 (Street Admin./Drug/Alcohol Testing)	\$	172.00
	001-5010-4061-0000 (Street Admin./Cellular Phone)	\$	1.00
	001-5010-4111-0000 (Street Admin./Internet Access)	\$	120.00
To:	001-5110-4161-0906 (Street Admin./Repairs-2007 Int. 4300 Dump)	\$	2224.00
	001-5110-4161-0909 (Street Admin./Repairs-2011 Chevy Silverado 3400D)	\$	54.00
	001-5110-4161-0912 (Street Admin./Repairs-2020 Case 621G Hi-Lift)	\$	225.00
	001-5110-4161-0919 (Street Admin./Repairs-2021 Chevy Pickup)	\$	521.00
From:	001-5110-4161-0000 (Street Admin./Repairs-Equipment)	\$	3024.00
To:	001-5110-4272-0000 (Street Admin./Gas & Oil)	\$	3146.00
From:	001-5142-4290-0000 (Snow Removal/Salt)	\$	3146.00
To:	001-5182-4270-0000 (Street Lighting/Repair Lights)	\$	4747.00
From:	001-5182-4110-0000 (Street Lighting/Contract for Lighting)	\$	4747.00
To:	001-7310-4171-0000 (Youth Programs/Halloween Scavenger Hunt)	\$	215.00
	001-7310-4174-0000 (Youth Programs/Easter Egg Scavenger Hunt)	\$	87.00
	001-7310-4175-0000 (Youth Programs/Movies in the Park)	\$	177.00
	001-7310-4176-0000 (Youth Programs/Glow Stick Dance Party)	\$	285.00
	001-7310-4178-0000 (Youth Programs/Nature Day at Glen Park)	\$	261.00

	001-7310-4179-0000 (Youth Programs/Movies at Meeting House)	\$	171.00
From:	001-7550-496090000 (Celebrations/Committee Appreciations)	\$	1196.00
To:	001-8161-4990-0000 (Recycling/Recycling Contract)	\$	143.00
From:	001-8160-4330-0000 (Refuse & Garbage Collect/Dump Fees)	\$	143.00
To:	001-8510-4450-0000 (Community Beautification/Misc.)	\$	53.00
From:	001-8510-4340-0000 (Community Beautification/Plants)	\$	53.00
To:	001-9050-8000-0000 (Unemployment Ins./Unemployment)	\$	2520.00
From:	001-9040-8000-0000 (Worker's Compensation/Workman's Comp)	\$	2520.00

## **ROGERS #2**

**RESOLVED**, that the following *budget transfers* are hereby made in the *Sewer Fund* for the 2022-2023 fiscal year.

To:	007-1950-4100-0000 (Tax & Assessment on Property Refund of Village Taxes)	\$	1256.00
From:	007-1910-4000-0000 (Unallocated Insurance/Insurance)	\$	1256.00
To:	007-8120-1001-0000 (Sanitary Sewers/Personal Services-Overtime)	\$	122.00
From:	007-8120-1000-0000 (Sanitary Sewers/Personal Services)	\$	122.00
To:	007-8120-4070-0000 (Sanitary Sewers/Utilities)	\$	83.00
From:	007-8120-4100-0000 (Sanitary Sewers/Professional Fees)	\$	83.00

## **ROGERS #3**

**RESOLVED**, that the following *budget transfers* are hereby made in the *Glen Park Fund* for the 2022-2023 fiscal year.

To:	009-7141-2010-0000 (Glen Park/Capital Improvements)	\$	3500.00
From:	009-7141-4102-0000 (Glen Park/Landscaping)	\$	1822.00
	009-7141-4163-0000 (Glen Park/Lighting Fixtures)	\$	1000.00
	009-7141-4352-0000 (Glen Park/Park Maint.)	\$	678.00

## **ROGERS #4**

**RESOLVED**, that the following *budget amendment* are hereby made in the *General Fund* for the 2022-2023 fiscal year, to account for the sale of equipment-2020 Chevy Tahoe.

Increase:	001-0001-2665-0000(Revenue/Sale of Equipment)	\$	48,400.00
Increase:	001-5110-2000-000 (Street Maint./Equipment)	\$	48,400.00

## **ROGERS #5**

**RESOLVED**, that payroll and vouchers in the amount of **\$417,818.06** covering the period from **4/24/2023 – 5/16/2023** are hereby approved as follows:

<b>PAYROLL COVERING - 4/24/2023-5/7/2023</b>	<b>\$ 32,976.08</b>
<b>VOUCHERS COVERING- 5/5/2023-5/16/2023</b>	
<b>GENERAL FUND-</b>	<b>\$ 76,843.37</b>
<b>WATER FUND-</b>	<b>\$ 0.00</b>
<b>SEWER FUND-</b>	<b>\$ 1,097.44</b>
<b>GLEN PARK FUND-</b>	<b>\$ 303.57</b>
<b>TRUST &amp; AGENCY FUND-</b>	<b>\$ 9,822.48</b>
<b>DEBT SERVICE-</b>	<b>\$ 0.00</b>
<b>COMMUNITY DEVELOPMENT-</b>	<b>\$ 0.00</b>
<b>CAPITAL FUND-</b>	<b>\$ 296,775.12</b>
	<b>\$ 384,841.98</b>
<b>GRAND TOTAL</b>	<b>\$ 417,818.06</b>

## **ROGERS #6**

**RESOLVED**, that Kelsey Lieb, Deputy Treasurer, is hereby authorized to travel to the 2023 Annual Meeting of NYCOM to be held in Bolton Landing, New York, from May 17, 2023 to May 19, 2023, at a cost not to exceed \$1,250.00.

## **ROGERS #7**

**RESOLVED**, that Colleen (Kelly) Poules, Deputy Clerk, is hereby authorized to travel to the NY Association of Local Government Records Officer 2023 Conference to be held in Ithaca, New York, from June 4, 2023 to June 6, 2023, at a cost not to exceed \$800.00. She will replace the previously approved travel for Corey Joss as this is a payroll period that she is required to process during that time.

## **ROGERS #8**

**RESOLVED**, that Fadi Toutounji of 190 Rue Madeleine, Williamsville, is hereby appointed as an active member of the Williamsville Fire Department effective June 1, 2023.

## **ROGERS #9**

**RESOLVED**, that *Mary Kelley*, a Town of Clarence Court Clerk, is appointed to assist in the training of the new Village of Williamsville court clerk (part-time), at a contracted rate of \$30.00/hour.

## **DELANO #1**

**RESOLVED**, that the Village of Williamsville Administrator is hereby authorized and directed to sign an Inter-municipal Agreement between the Village of Williamsville and the Town of Amherst for Code Enforcement services.

## **LOWTHER #1**

**RESOLVED**, that *Joyce Haskell*, residing at 618 Lynbrook Ave. Tonawanda, is hereby appointed to the **Beautification Committee** until the end of the **2022-2023** official Village year.