

**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, August 8, 2022 at 7:30 p.m.**

The Village Board meeting was opened at 7:40 pm by Mayor Rogers

Trustee Hunt led the Pledge of Allegiance at 7:40pm.

Present: Deborah L. Rogers, Mayor  
Daniel O. DeLano, Deputy Mayor  
Eileen A. Torre, Trustee  
Mary Lowther, Trustee  
Christine L. Hunt, Trustee

Also present: Judith A. Kindron, Administrator/Clerk-Treasurer  
Kelsey Lieb, Deputy Treasurer  
Charles Grieco, Village Attorney (via phone)

Absent: Ben Vilonen, DPW Crew Chief

**ON MOTION** by Mayor Rogers, seconded by Deputy Mayor DeLano, it was moved to approve the minutes of the regular meeting held on July 25, 2022.

Unanimously carried

**ON MOTION** by Mayor Rogers, seconded by Deputy Mayor DeLano, it was moved to approve the minutes of the Re-Organization meeting held on July 25, 2022, as amended.

Unanimously carried

**ON MOTION** by Mayor Rogers, seconded by Trustee Hunt, it was moved to approve the minutes of the special meeting held on July 28, 2022.

Unanimously carried

**ON MOTION** by Mayor Rogers, seconded by Deputy Mayor DeLano, it was moved at 7:42 pm to open the public participation portion of the meeting.

Unanimously carried

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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.) **Charlie Ciotto (the barber) - 5411 Main St.** – Fence between 5409 Main St. & 5411 Main St. violates code for non-residential districts. Read from chapter 112, spite fence, section E-4 of code violate his rights. Awning obscures his signage. What recourse? Repeal any determination to Zoning Board of Appeals, (final say on all appeals on zoning issues). Can his complaint be used for his appeal?
- 2.) **Cheryl Meyer- Willowbrook-** Will there be a schedule for the dam? Not for temporary repairs. Suggestion/recommend they get opened by October 1<sup>st</sup>.
- 3.) **Thomas Frank- 5403 Main St.** - Dam removal & restoring erosion & flood plain. LWRP – Strategic Master Plan through 2050. Asking for a resolution that drafts (Village & Town) coincide.

**ON MOTION** by Mayor Rogers, seconded by Trustee Lowther, it was moved at 8:00 pm to close the public participation.

Unanimously carried

**Report – Mayor Roger**

*Invited to grand re-opening of Compass care – educational experience. Rebuilt after it was fire bombed*

**ON MOTION** by Mayor Rogers, seconded by Trustee Lowther, the following resolutions were adopted:

**RESOLVED**, that the following ***budget transfers*** are hereby made in the ***General Fund*** for the 2021-2022 fiscal year.

To:	001-7110-1001-0000 (Parks/Personal Services-Overtime)	\$	2017.00
From:	001-8162-1001-0000 (Leaf Pickup/Personal Services)	\$	2017.00
To:	001-1420-1000-0000 (Law/Attorney/Personal Services)	\$	1.00
	001-3620-1000-0000 (Safety Inspection/Personal Services)	\$	2460.00
	001-6989-1000-0000 (Dir. of Comm. Dev/Personal Services)	\$	251.00
	001-7110-1000-0000 (Parks/Personal Services)	\$	42,755.00
	001-8140-1000-0000 (Storm Sewers/Personal Services)	\$	3255.00
From:	001-3410-1000-0000 (Fire Protection/Personal Services)	\$	2712.00
	001-5110-1000-0000 (Street Maintenance/Personal Services)	\$	32,000.00
	001-5142-1000-0000 (Snow Removal/Personal Services)	\$	10,755.00
	001-8163.1000-0000 (Trash Pickup/Personal Services)	\$	3255.00

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To:	001-1110-4191-0000 (Village Justices/Security)	\$	56.00
	001-1410-2000-0000 (Village Clerk/Equipment)	\$	6620.00
	001-1410-2010-0000 (Village Clerk/Computer Software)	\$	51.00
	001-1410-4010-0000 (Village Clerk/Office Supplies)	\$	268.00
	001-1410-4030-0000 (Village Clerk/Printing Advertising)	\$	1829.00
	001-1410-4040-0000 (Village Clerk/Education Exp/Travel)	\$	2193.00
	001-1410-4110-0000 (Village Clerk/Service Contracts)	\$	3268.00
	001-1410-4120-0000 (Village Clerk/Bond & Note Expense)	\$	19191.00
	001-1410-4450-0000 (Village Clerk/Miscellaneous)	\$	336.00
	001-1410-4600-0000(Village Clerk/Computer Support)	\$	4191.00
	001-1410-4640-0000 ((Village Clerk/Appraisals)	\$	950.00
	001-1411-4110-0000 (Records Mgmt./Service Contracts)	\$	716.00
	001-1420-4620-0000 (Law/Attorney/Opinions)	\$	15397.00
	001-1440-4160-0000 (Engineer/Professional Fees)	\$	3210.00
	001-1620-2020-0000 (Buildings/Capital Improvements)	\$	313.00
	001-1620-2010-0000 (Buildings/Computer Equipment)	\$	4092.00
	001-1620-4070-0000 (Buildings/Utilities)	\$	3189.00
	001-1620-4230-0000 (Buildings/Building Maintenance)	\$	911.00
	001-1640-2000-0000 (Central Garage/Equipment)	\$	5236.00
	001-1640-2010-0000 (Central Garage/Capital Improvements)	\$	5281.00
	001-1640-4070-0000 (Central Garage/Utilities)	\$	1570.00
	001-1640-4160-0000 (Central Garage/Building Repairs & Maint.)	\$	3212.00
	001-1640-4260-0000 (Central Garage/Maint. Supplies)	\$	610.00
	001-1640-4450-0000 (Central Garage/Misc)	\$	49.00
From:	001-1010-4040-0000 (Board of Trustees/Education Exp/Travel)	\$	3854.00
	001-1110-2000-0000 (Village Justices/Equipment)	\$	300.00
	001-1110-4010-0000 (Village Justices/Office Supplies)	\$	426.00
	001-1110-4620-0000 (Village Justices/Publications & Updates)	\$	200.00
	001-1110-4060-0000 (Village Justices/Telephone)	\$	92.00
	001-1110-4110-0000 (Village Justices/Service Contracts)	\$	100.00
	001-1110-4140-0000 (Village Justices/Translator Fees)	\$	411.00
	001-1110-4190-0000 (Village Justices/Stenographer)	\$	400.00
	001-1210-4040-0000 (Mayor/Education Exp/Travel)	\$	355.00
	001-1410-4020-0000 (Village Clerk/Postage)	\$	208.00
	001-1410-4060-0000 (Village Clerk/Telephone)	\$	563.00
	001-1410-4061-0000 (Village Clerk/Cellular Phone)	\$	375.00
	001-1410-4620-0000 (Village Clerk/Lease Copy Machine)	\$	305.00
	001-1411-4020-0000 (Records Mgmt./Records Disposal)	\$	170.00
	001-1420-4100-0000 (Law/Attorney/Professional Fees)	\$	5231.00
	001-1450-4080.0000 (Elections/Election Fees)	\$	320.00
	001-1620-2000-0000 (Buildings/Equipment)	\$	8513.00
	001-1620-4110-0000 (Buildings/Service Contracts)	\$	157.00
	001-1620-4160-0000 (Buildings/Building Reports)	\$	1172.00
	001-1620-4260-0000 (Buildings/Maint. Supplies)	\$	535.00

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	001-1910-4000-0000 (Unallocated Insurance)	\$	26370.00
	001-1920-4000-0000 (Association Dues)	\$	1036.00
	001-1950-4100-0000 (Refund of Village Taxes)	\$	1500.00
	001-1990-4000-0000 (Contingency)	\$	29854.00
To:	001-5010-2010-0000 (Street Admin/Computer Software)	\$	360.00
	001-5110-2000-0000 (Street Maint/Equipment)	\$	4747.00
	001-5110-4161-0903 (Street Maint/Repairs-2015 Dump truck)	\$	127.00
	001-5110-4250-0000 (Street Maint/Gas & Oil)	\$	6987.00
	001-5110-4605-0000 (Street Maint/Safety Clothing/Accessories)	\$	990.00
	001-5182-4110-0000 (Street Lighting/Contract for Lighting)	\$	17345.00
From:	001-5110-4272-0000 (Street Maint./Blacktop/Oil/Stone-Repair)	\$	12527.00
	001-5142-4290-0000 (Snow Removal/Salt)	\$	9333.00
	001-5182-4270-0000 (Street Lighting/Repair Lights)	\$	8696.00
To:	001-5110-4000-0000 (Street Maint/Seasonal Help)	\$	894.00
From:	001-5110-1000-0000 (Street Maint/Personal Services)	\$	894.00
To:	001-6410-4925-0000 (Publicity/Marketing)	\$	1586.00
	001-6989-4040-0000 (Other Econ Oppty & Dev/Education Exp/Travel)\$		72.00
From:	001-1990-4000-0000 (Contingency)	\$	1658.00
To:	001-7110-4430-0000 (Parks/Sanitary Waste Disposal)	\$	1075.00
	001-7110-4450-0000 (Parks/Miscellaneous)	\$	510.00
	001-7110-4660-0000 (Parks/Tree Maint. & Replacement)	\$	4450.00
	001-7110-2010-0000 (Parks/Capital Improvements)	\$	9658.00
From:	001-7110-2040-0000 (Parks/Capital Reserve Parks)	\$	9658.00
	001-7110-4070-0000 (Parks/Utilities)	\$	1370.00
	001-7110-4071-0000 (Parks/Sewer Charges)	\$	534.00
	001-7110-4161-0000 (Parks/Repairs-Lights)	\$	1301.00
	001-7110-4162-0000 (Parks/Repairs-Pool)	\$	798.00
	001-7110-4360-0000 (Parks/Park Supplies)	\$	241.00
	001-1990-4000-0000 (Contingency)	\$	1666.00
	001-7110-4920-0000 (Parks/CPR & First Aid Training)	\$	125.00
To:	001-7530-4070-0000 (Village Mtg House/Utilities)	\$	137.00
	001-7530-4460-0000 (Village Mtg House/Arts,Culture&Diversity Comm)	\$	1386.00
	001-7550-4170-0000 (Celebrations/Community Events)	\$	479.00
From:	001-7550-4470-0000 (Celebrations/Cultural Conversations Committee)\$		500.00
	001-7550-4400-0000 (Celebrations/Memorial Day)	\$	500.00
	001-7550-4960-0000 (Celebrations/Committee Appreciation)	\$	1002.00
To:	001-8560-4451-0000 (Shade Trees/Environmental Adv. Committee)\$		118.00
	001-8510-4110-0000 (Community Beautification/Serv Contracts/Main St. Weed Control)\$		118.00
To:	001-9050-8000-0000 (Unemployment Insurance)	\$	3692.00
From:	001-9040-8000-0000 (Workers Compensation)	\$	3692.00

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To:	001-3410-2010-0000 (Fire Protection/Major Equipment)	\$	635.00
	001-3410-4010-0000 (Fire Protection/ Office Supplies)	\$	39.00
	001-3410-4070-0000 (Fire Protection/Utilities)	\$	5077.00
	001-3410-4071-0000 (Fire Protection/Sewer Charges)	\$	79.00
	001-3410-4099-0000 (Fire Protection/Grant Expenditures)	\$	864.00
	001-3410-4110-0000 (Fire Protection/Service Contracts)	\$	2144.00
	001-3410-4160-3406 (Fire Protection/Truck Expense-Ladder 6)	\$	550.00
	001-3410-4470-0000 (Fire Protection/Building Maint.)	\$	3619.00
From:	001-3410-2030-0000 (Fire Protection/Radio Equipment)	\$	3493.00
	001-3410-2060-0000 (Fire Protection/Computer Equipment)	\$	426.00
	001-3410-4109-0000 (Fire Protection/Insurance)	\$	809.00
	001-3410-4111-0000 (Fire Protection/Internet Access)	\$	1122.00
	001-3410-4160-0000 (Fire Protection/Truck Expense)	\$	1380.00
	001-3410-4040-0000 (Fire Protection/Education Exp/Travel)	\$	4951.00
	001-3410-4161-0000 (Fire Protection/Small Engine Repair	\$	819.00

Unanimously carried

**ON MOTION** by Mayor Rogers, seconded by Trustee Lowther, the following resolutions were adopted:

**RESOLVED**, that the following *budget transfers* are hereby made in the *Sewer Fund* for the 2021-2022 fiscal year.

To:	007-8120-1001-0000 (Sanitary Sewers/Personal Services – OT)	\$	666.00
From:	007-8120-1000-0000 (Sanitary Sewers/Personal Services)	\$	666.00

Unanimously carried

**ON MOTION** by Mayor Rogers, seconded by Trustee Lowther, the following resolutions were adopted:

**RESOLVED**, that the following *budget transfers* are hereby made in the *Glen Park Fund* for the 2021-2022 fiscal year.

To:	009-7141-2010-0000 (Glen Park/Capital Improvements)	\$	8041.00
	009-7141-4352-0000 (Glen Park/Park Maintenance)	\$	502.00
	009-7141-4430-0000 (Glen Park/Sanitary Waste Disposal)	\$	275.00

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From:	009-7141-1000-0000 (Glen Park/Personal Services)	\$	2574.00
	009-7141-4070-0000 (Glen Park/Utilities)	\$	797.00
	009-7141-4102-0000 (Glen Park/Landscaping)	\$	3306.00
	009-7141-4351-0000 (Glen Park/Park Supplies)	\$	486.00
	009-7141-4450-0000 (Glen Park/Miscellaneous)	\$	362.00
	009-9010-8000-0000 (State Retirement)	\$	680.00
	009-9030-8000-0000 (Social Security)	\$	384.00
	009-9040-8000-0000 (Workers Comp)	\$	186.00
	009-9055-8000-0000 (Disability Ins.)	\$	43.00

Unanimously carried

**ON MOTION** by Mayor Rogers, seconded by Trustee Lowther, the following resolutions were adopted:

**RESOLVED**, that the following *budget amendment* are hereby made in the *General Fund* for the 2021-2022 fiscal year, to account for FEMA grant payment due on the SCBA Bottle Air compressor.

Increase:	001-0001-3091-0000 (FEMA)	\$	52766.00
Increase:	001-3410-4099-0000 (Fire Protection/Grant Expenditures)	\$	52766.00

Unanimously carried

**ON MOTION** by Mayor Rogers, seconded by Trustee Lowther, the following resolutions were adopted:

**RESOLVED**, that the following *budget amendment* are hereby made in the *General Fund* for the 2021-2022 fiscal year, to account for CDBG funds to cover expenses reimbursed in Glen Park.

Increase:	001-0001-5031-0000 (Inter Fund Transfer)	\$	580.00
Increase:	001-7145-4450-0000 (Joint Recreation Projects/Misc)	\$	580.00

Unanimously carried

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**ON MOTION** by Mayor Rogers, seconded by Trustee Lowther, the following resolutions were adopted:

**RESOLVED**, that the following *budget amendment* are hereby made in the *Debt Service Fund* for the 2021-2022 fiscal year, to account for refunding bond from 10/21/2021.

Increase:	022-0022-5710-0000 (Serial Bond)	\$ 697,500.0
Increase:	022-1410-4120-0000 (Bond & Note Expense)	\$ 22,500.00
	022-9710-6000-0000 (Serial Bond – Principal)	\$ 675,000.00

Unanimously carried

**ON MOTION** by Mayor Rogers, seconded by Trustee Lowther, the following resolutions were adopted:

**RESOLVED**, that the following *budget amendment* are hereby made in the *Glen Park Fund* for the 2021-2022 fiscal year, to account for CDBG funds received as reimbursement on expense item for Noll Nature roof.

Increase:	009-0009-0001-0000 (Village of Williamsville)	\$ 579.00
Increase:	009-7141-2010-0000 (Glen Park/Capital Improvements)	\$ 385.00
	009-7141-4450-0000 (Glen Park/Miscellaneous)	\$ 194.00

Unanimously carried

**ON MOTION** by Mayor Rogers, seconded by Trustee Lowther, the following resolutions were adopted:

**RESOLVED**, that the following *budget amendment* are hereby made in the *Glen Park Fund* for the 2021-2022 fiscal year, to account for revenue earned on sales of pavers.

Increase:	009-0009-2773-0000 (Memorials-Pavers/Benches/Trees)	\$ 435.00
Increase:	009-7141-4490-0000 (Memorials-Pavers, Benches, Trees)	\$ 435.00

Unanimously carried

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**ON MOTION** by Mayor Rogers, seconded by Trustee Lowther, the following resolutions were adopted:

**RESOLVED**, that the following *budget amendment* are hereby made in the *Glen Park Fund* for the 2021-2022 fiscal year, to account for use of fund balance to cover cost of roof on Noll Nature Pavilion.

Increase:	009-0009-0599-0000 (Appropriated Surplus)	\$ 19,302.00
Increase:	009-7141-2010-0000 (Glen Park/Capital Improvements)	\$ 19,302.00

Unanimously carried

**ON MOTION** by Mayor Rogers, seconded by Trustee Lowther, the following resolutions were adopted:

**RESOLVED**, that payroll and vouchers in the amount of \$460,107.17 covering the period from 7/18/2022 – 8/2/2022 are hereby approved as follows:

<b>PAYROLL COVERING - 7/18/2022-7/31/2022</b>	\$ 36,877.42
<b>VOUCHERS COVERING- 7/20/2022-8/2/2022</b>	
<b>GENERAL FUND-</b>	\$ 77,709.72
<b>WATER FUND-</b>	\$ 0.00
<b>SEWER FUND-</b>	\$ 181,477.43
<b>GLEN PARK FUND-</b>	\$ 603.51
<b>TRUST &amp; AGENCY FUND-</b>	\$ 13,448.84
<b>DEBT SERVICE-</b>	\$ 147,093.75
<b>COMMUNITY DEVELOPMENT-</b>	\$ 0.00
<b>CAPITAL FUND-</b>	\$ 2,896.50
	\$ 423,229.75
<b>GRAND TOTAL</b>	<b>\$ 460,107.17</b>

Unanimously carried

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**ON MOTION** by Mayor Rogers, seconded by Trustee Torre, the following resolution was adopted:

**RESOLVED**, that the Administrator is hereby authorized to publish legal notice for sealed bids for the Island Park Water Service project; and

**BE IT FURTHER RESOLVED**, that bids will be received at the Village Clerk's Office, 5565 Main Street, Williamsville, New York, until 10:00am on Thursday, September 1, 2022, at which time they will be opened publicly.

Unanimously carried

**ON MOTION** by Mayor Rogers, seconded by Trustee Torre, the following resolution was adopted:

**RESOLVED**, that this is an addendum to the Bid Opening date and time approved at the July 25, 2022 Village Board meeting for the sealed bids for Contract #44 – 2022 Street Paving Project of designated Village roads due to the inability to advertise and give contractors enough time to prepare their bids; and

**BE IT FURTHER RESOLVED**, that bids will be received at the Village Clerk's Office, 5565 Main Street, Williamsville, New York, until 10:00am on Wednesday, August 17, 2022, at which time they will be opened publicly.

Unanimously

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

**WHEREAS**, the Justice Court Assistance Program (JCAP) has been invaluable in its aid to local courts; and

**WHEREAS**, the Williamsville Court wishes to apply to the Justice Court Assistance Program for improvements to the court offices and in the Courtroom; and

**WHEREAS**, the Village Board of Trustees fully supports this application, under which a match is not required;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of the Village of Williamsville authorizes the Village of Williamsville Village Court to apply for a JCAP grant in the 2022-2023 grant cycle up to \$30,000.00.

Unanimously carried

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**Report – Deputy Mayor DeLano**

*ASO at Island Park, opened with Jazz Band at 4:30. ASO started around 6:30-7:00*

*T&S had a meeting. Signal at Wehrle & Garrison. All will become smart signals. Turned over to Town from the County.*

*Youngs Rd interchange with 90*

*Hawk signal signage – requesting a clearer sign on how to proceed with DOT.*

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

**RESOLVED**, that the Village Clerk is hereby authorized and instructed to publish notice of a public hearing to be held on Monday, September 12, 2022 at 7:30 pm for the purpose of hearing all persons interested in a proposed local law amending Chapter 112 (Zoning) of the Village Code.

Unanimously carried

**ON MOTION** by Deputy Mayor DeLano, seconded by Trustee Lowther, the following resolution was adopted:

**RESOLVED**, that the Mayor is authorized to sign the contracts with the Erie County Board of Elections to use Village Hall and the Meeting House from 5:30am to 9:30pm for the following dates:

Tuesday, June 28, 2022

Tuesday, August 23, 2022

Tuesday, November 8, 2022

Unanimously carried

**Report – Trustee Lowther**

*Meeting House Events Committee changing their meeting to Monday August 15 at 6:00pm*

*HPC – August 23, 7:00pm Village Hall*

*Looking for more information on Cannabis sales*

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

**WHEREAS**, Douglas Kern of Rocking Horse Productions would like to have a formal agreement with the Village of Williamsville for the use of the Village Meeting House for theatrical productions through August 2023;

**WHEREAS**, Rocking Horse Productions will provide the Village of Williamsville of production dates; and

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**WHEREAS**, a formal agreement between the Village of Williamsville and Rocking Horse Productions will outline the specifics of the rental, including but not limited to payment policy; and

**NOW THEREFORE, BE IT RESOLVED**, that the Village Board of Trustees approves the agreement with Rocking Horse Productions through August 2023.

Unanimously carried

**ON MOTION** by Trustee Lowther, seconded by Trustee Hunt, the following resolution was adopted:

**WHEREAS**, Michael Kowal of WNY Improv would like to have a formal agreement with the Village of Williamsville for the use of the Village Meeting House for performances through August 2023;

**WHEREAS**, WNY Improv will provide the Village of Williamsville of performance dates; and

**WHEREAS**, a formal agreement between the Village of Williamsville and WNY Improv will outline the specifics of the rental, including but not limited to payment policy; and

**NOW THEREFORE, BE IT RESOLVED**, that the Village Board of Trustees approves the agreement with WNY Improv through August 2023.

Unanimously carried

**ON MOTION** by Trustee Lowther, seconded by Trustee Hunt, the following resolution was adopted:

**RESOLVED**, that the Village Clerk is hereby authorized and instructed to publish notice of a public hearing to be held on Monday, September 12, 2022 at 7:30 pm for the purpose of hearing all persons interested in a proposed local law amending Chapter 47 (Historic Preservation) of the Village Code.

Unanimously carried

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**Report – Trustee Torre**

*Thank Amherst Highway for coming out and cleaning Glen Park  
Emma – painting at Glen Park*

**Report – Trustee Hunt**

*HPC participated in the Preservation event at BNHV. Good turnout. This Saturday CHAI- India parade 10:00am-noon*

**Staff Reports:**

*Deputy Treasurer: no report*

*Attorney Greico: no report*

*Administrator Kindron: no report*

*DPW Crew Chief: no report*

**ON MOTION** by Mayor Rogers, seconded by Deputy Mayor DeLano, it was moved to adjourn the meeting at 8:24 pm.

Unanimously carried

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Judith A. Kindron  
Administrator/Clerk-Treasurer