

**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, December 15, 2025 at 7:30 p.m.**

The Village Board meeting was opened at 7:31pm by Mayor Hunt.

Pledge of Allegiance led by Dan Hunt at 7:31pm.

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

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

**ON MOTION** by Mayor Hunt, seconded by Deputy Mayor Celeste, it was moved at 7:33pm to approve the minutes from the November 24, 2025, meetings.

Unanimously carried

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

**ON MOTION** by Mayor Hunt, seconded by Trustee Meyer, 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.) Annette Schmitt-Village Resident**

- (1) Tree removal discussion
- Sewer pipe required replacement. Tree removal company stated that pipe required replacement due to tree roots. Will continue to have issues due to tree.
- Tree drops large limbs in street and sidewalk.
- (2) Neighbors placed sign in middle of street. Sign states "Slow".
- Understand trying to slow traffic for small children on street.
- Sign is in the way at times.
- Does not feel sign is necessary. Speed humps are in place.
- (3) Ponding at end of driveway. Is that a drainage problem or a driveway problem?

**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, December 15, 2025 at 7:30 p.m.**

**2.) Cheryl Cristler – Village Resident**

- Discussion regarding Music on Main article in Amherst Bee December 4, 2025
- Residents/people with sensory processing disorders suffering is being overlooked.
- Being negatively affected by loud music
- Loud music causing physical pain.
- Closing windows does not help. Cannot escape the sound.
- Does noise pollution count as pollution?
- *[Mayor Hunt shared email address for further discussion.]*

**3.) Cheryl Meyer – Village Resident**

- Agreed with previous speaker regarding Music on Main
- Music on Main should have been put to a referendum
- No longer family-friendly event; has become a drunkfest
- Should not have people walking with open containers
- Bar owners are not curbing/monitoring
- Requesting to hire enforcement to monitor sound levels.
- Unfair to depend on APD as they have other important responsibilities

**4.) Thomas Frank – Village Resident**

- Requesting on a quarterly basis, Town of Amherst and Village of Williamsville have a joint – intermunicipal meeting.
- 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
- New York State Department of State is giving away \$8 on April 4, 2026 for the greenway trails and parks.
- *[Mayor Hunt: Glad that Mr. Frank is okay, was concerned about him.]*

**ON MOTION** by Mayor Hunt, seconded by Deputy Mayor Celeste it was moved to close the public participation portion of the meeting at 7:49pm.

Unanimously carried

**Reports & Resolutions – Mayor Hunt**

- *Holiday market was very nice this year.*
- *Tree lighting was very well attended and we had lovely weather & everything lit up.*
- *Thank you Eileen Torre for the Facebook live. It was a very fun night.*

**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, December 15, 2025 at 7:30 p.m.**

- *I would also like to thank the Williamsville Depot Historic Site Steering Committee for the invitation to their dinner at St. John Lutheran Church. I was in attendance and would like to reassure them of our continuing partnership with the Depot and with all that they are trying to accomplish.*

**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:	001-5110.4161.0912 Repairs 2020 Case 621G Hi-Lift .....	\$1,739.00
	001-5110.4161.0916 Repairs 2012 Chevy 2500 HD 4x4.....	\$2,202.00
	001-5110-4161-0918 Repairs 2010 Ford 350XL Pick up (Green).....	\$200.00
From:	001-5110-4161 Repairs Equipment .....	\$4,141.00
To:	001-5182-4920 Flags .....	\$386.00
From:	001-5182-4270 Repair Lights .....	\$386.00
To:	001-1620-4260 Maintenance Supplies .....	\$186.00
From:	001-1620-4240 Paint/Carpet/Etc .....	\$186.00
To:	001-7141-4430 .....	\$94.00
From:	001-7141-4352 .....	\$94.00

Unanimously carried.

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

**BE IT RESOLVED**, that payroll and vouchers in the amount of **\$310,636.63** covering the period from **11/17/2025** through **12/10/2025** are hereby approved as follows:

<b>PAYROLL COVERING 11/17/25-11/30/25</b>	<b>\$ 50,329.00</b>
<b>VOUCHERS COVERING FY 2025/2026</b>	
GENERAL FUND	\$ 240,264.31
SEWER FUND	\$ 17,235.16
GLEN PARK FUND	\$ 366.35
TRUST & AGENCY FUND	\$ 2,441.81
	<u>\$ 260,307.63</u>
<b>GRAND TOTAL</b>	<b><u>\$ 310,636.63</u></b>

**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, December 15, 2025 at 7:30 p.m.**

Unanimously carried

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

**WHEREAS**, a new part time position entitled “Cleaner” shall be created with the responsibilities and duties as defined by the Village Board of Trustees effective November 2025.

Unanimously carried

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

**RESOLVED**, that *Alana Fechter* of Tonawanda, New York, is hereby appointed as part-time *Cleaner* effective November 25, 2025 at the rate of \$17.50 per hour.

Unanimously carried

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

**WHEREAS**, pursuant to an advertisement for bids for Village Hall ADA Improvements – Contract C, one bid was received and was opened on November 20, 2025.

**WHEREAS**, Foreman Enterprises, Inc was the sole bid for the project, with a base bid of \$595,000.

**WHEREAS**, as part of the bid award, Foreman Enterprises provided prices for the Alternate Bids of \$10,000 for Alternate #1, comprising the Courtroom Judge’s Bench alterations, and \$22,500 for Alternate #2, encompassing replacement of the rear doors. This bid further included a price of \$11,200 per month for Unit Price #1, comprising the cost per month for temporary toilet facilities in the quantities specified on the drawings.

**NOW, THEREFORE BE IT RESOLVED THAT** the Mayor and Administrator are hereby authorized and directed to enter a contract with Foreman Enterprises, Inc and sign any documents related to this contract in the name of the Village of Williamsville for the Village Hall ADA Improvements – Contract C, including the base bid and Alternates #1 and #2, in the total amount of \$627,500.

Unanimously carried

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

**WHEREAS**, pursuant to an advertisement for bids for Village Hall ADA Improvements – Contract E, one bid was received and was opened on November 20, 2025.

**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, December 15, 2025 at 7:30 p.m.**

**WHEREAS**, CIR Electrical Construction Corporation was the sole bid for the project, with a base bid of \$83,900.

**WHEREAS**, as part of the bid award CIR Electrical Construction Corporation provided a price for Alternate Bid #1 of \$23,300, comprising the Courtroom Judge's Bench alterations.

**NOW, THEREFORE BE IT RESOLVED THAT** the Mayor and Administrator are hereby authorized and directed to enter a contract with CIR Electrical Construction Corporation and sign any documents related to this contract in the name of the Village of Williamsville for the Village Hall ADA Improvements – Contract E, including the base bid and Alternates #1, in the total amount of \$107,200.

Unanimously carried

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

**WHEREAS**, pursuant to an advertisement for bids for Village Hall ADA Improvements – Contract M, one bid was received and was opened on November 20, 2025.

**WHEREAS**, Parise Mechanical, Inc was the sole bid for the project, with a base bid of \$36,800. This project did not include any Alternate Bids.

**NOW, THEREFORE BE IT RESOLVED THAT** the Mayor and Administrator are hereby authorized and directed to enter a contract with Parise Mechanics, Inc and sign any documents related to this contract in the name of the Village of Williamsville for the Village Hall ADA Improvements – Contract M, in the total amount of \$36,800.

Unanimously carried

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

**WHEREAS**, pursuant to an advertisement for bids for Village Hall ADA Improvements – Contract P, one bid was received and was opened on November 20, 2025.

**WHEREAS**, Willett Builders, Inc. was the sole bid for the project, with a base bid of \$153,000. This project did not include any Alternate Bids.

**NOW, THEREFORE BE IT RESOLVED THAT** the Mayor and Administrator are hereby authorized and directed to enter a contract with Willett Builders, Inc. and sign any documents related to this contract in the name of the Village of Williamsville for the Village Hall ADA Improvements – Contract P, in the total amount of \$153,000.

Unanimously carried

**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, December 15, 2025 at 7:30 p.m.**

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

**RESOLVED**, that the Village Administrator is hereby authorized to publish a notice in the Amherst Bee of the 2026-2027 Budget Meetings to be held on Saturday, January 24, 2026, Saturday, February 7, 2026 and Saturday February 21, 2026 if needed, at 8:00am in the Village Hall Conference Room.

Unanimously carried

**Report & Resolutions – Deputy Mayor Celeste**

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

**RESOLVED**, that the Village Board and Administrator is hereby authorized to travel to the 2026 Annual Legislative Meeting of NYCOM to be held in Albany, New York, from February 1, 2026 to February 3, 2026, at a cost not to exceed \$650.00 per person. Additionally, mileage to be reimbursed at the federal rate.

Unanimously carried

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

**WHEREAS**, the Village of Williamsville is progressing a transportation project with Federal Aid administered through the New York State Department of Transportation (“NYSDOT”); and

**WHEREAS**, NYSDOT requires a Village Resolution and a Supplemental Agreement signed by the Village evidencing the Village’s commitment to continue to participate in the administration and funding of the various phases of the project; and

**WHEREAS**, NYSDOT has presented Supplemental Agreement No. 1 (“SA #1”) to Federal Aid Project Agreement No. D040782 for execution by the Village; and

**WHEREAS**, SA #1 authorizes a total amount not to exceed \$993,384.00, representing the combined Federal and Non-Federal share, for the project’s Engineering (Design I–VI), Right-of-Way Incidentals, and Construction/Construction Inspection phases; and

**WHEREAS**, SA #1 supersedes the original agreement total value of \$238,000.00 by moving funds from the Right-of-Way Incidentals phase to the Engineering (Design I–VI) phase and by adding the Construction/Construction Inspection phase; and

**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, December 15, 2025 at 7:30 p.m.**

**WHEREAS**, NYSDOT requires reimbursement requests to be submitted at least once every six (6) months;

**NOW, THEREFORE, BE IT RESOLVED**, that the Village Board of Trustees of the Village of Williamsville hereby authorizes and directs the Mayor Christine Hunt of the Village of Williamsville, as the Village's approved signatory, to execute Supplemental Agreement No. 1 (SA #1) to Federal Aid Project Agreement No. D040782 with NYSDOT, together with any and all related documents and certifications necessary to effectuate the intent of this Resolution, in a form acceptable to the Village Attorney; and

**BE IT FURTHER RESOLVED**, that the Village hereby reaffirms its commitment to continue participation in the administration and funding of the applicable phases of this Federal Aid project, including timely submission of reimbursement requests to NYSDOT at least once every six (6) months, as required.

Unanimously carried

**Reports & Resolutions – Trustee Hahn**

**ON MOTION** by Trustee Hahn, seconded by Trustee Jackson, the following resolution was adopted.

**RESOLVED**, that the Village Administrator as well as the Village Deputy Treasurer are hereby authorized to travel to the 2026 Annual GFOA meeting to be held in Albany, New York, from April 14, 2026 to April 17, 2026 at a cost not to exceed \$900.00 per person. Additionally, mileage to be reimbursed at the federal rate.

Unanimously carried

**Reports & Resolutions – Trustee Jackson**

- Parks Committee meeting has been cancelled for this week.

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

**WHEREAS** the Village Board would like to recognize Pete Warn for his many years of volunteerism and dedication to the maintenance of Glen Park, as well as serving as Chairperson of the Glen Park Joint Board

**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, December 15, 2025 at 7:30 p.m.**

**RESOLVED** that the Village of Williamsville Board of Trustees has received and accepted the resignation of Pete Warn as co-chair and member of the Glen Park Joint Board effective immediately.

Unanimously carried

**Reports & Resolutions – Trustee Meyer**

- *Tremendous thank you to our Williamsville Volunteer Firefighters as well as all of our local first responders for all the great work that they are doing this season especially this past week as we did see an incident in the Village that could have been a lot worse if not for the heroic actions of a lot of our first responders.*

**ON MOTION** by Trustee Meyer, seconded by Trustee Jackson, the following resolution was adopted.

**WHEREAS**, the New York State Department of Environmental Conservation (NYS DEC) has announced the availability of funding through the Invasive Species Grant Program – Round 4, supported by the Environmental Protection Fund, to assist municipalities with projects that prevent, detect, respond to, and manage invasive species across New York State; and

**WHEREAS**, the Village of Williamsville is eligible to apply for such funding and desires to undertake a project entitled “Glen Park Spotted Lanternfly Trapping and Host Abatement Project” (the “Project”) under the ISGP 2 – Terrestrial and Aquatic Invasive Species Rapid Response and Control category; and

**WHEREAS**, the total Project cost is \$40,000, of which the Village of Williamsville and the Town of Amherst will jointly seek \$30,000 in grant funding, and will collectively provide the required twenty-five percent (25%) match totaling \$10,000; and

**WHEREAS**, the Village of Williamsville and the Town of Amherst agree to split the required match equally, with each contributing twelve and one-half percent (12.5%), or \$5,000, to be deposited into the Glen Park Fund for use toward the Project;

**NOW, THEREFORE, BE IT RESOLVED**, that the Village Board of the Village of Williamsville hereby authorizes and directs the Mayor to submit, jointly with the Town of Amherst, a grant application to the New York State Department of Environmental Conservation for funding under the Invasive Species Grant Program – Round 4, and to execute all documents, contracts, and agreements necessary to carry out the Project and to comply with all applicable requirements; and

**BE IT FURTHER RESOLVED**, that the Village Board hereby commits to providing twelve and one-half percent (12.5%), or \$5,000, the required local match, from Village funds, and affirms that such match shall not include other State or federal grant funds; and

**BE IT FURTHER RESOLVED**, that the Village of Williamsville shall assume full responsibility for administering the Project, including managing the Glen Park Fund and making all payments to consultants, contractors, and vendors associated with the Project, and that all such expenditures shall be processed and disbursed solely by the Village in accordance with applicable laws, grant requirements, and established municipal financial procedures.

**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, December 15, 2025 at 7:30 p.m.**

**BE IT FURTHER RESOLVED**, that Christine Hunt, as Mayor of the Village of Williamsville, is hereby authorized and directed to accept any awarded funds from the New York State Department of Environmental Conservation as part of the Village's joint grant application with the Town of Amherst.

Unanimously carried

**Staff Reports:**

<i>Attorney Greico:</i>	<i>-None</i>
<i>Administrator McCormick:</i>	<i>-Nothing more to report.</i>
<i>Crew Chief Vilonen:</i>	<i>-Nothing to report.</i>
<i>Deputy Clerk Rappleye</i>	<i>-Nothing to report.</i>

*Mayor Hunt: Happy Holidays, Happy Hanukkah, Merry Christmas, Happy Kwanza or whatever you celebrate, I hope you do it joyfully and with hope.*

**ON MOTION** by Mayor Hunt and seconded by Trustee Hahn, it was moved to adjourn at 8:03pm.

Unanimously carried

The next regular Village Board meeting will be held on Monday, January 12, 2026, at Village Hall, 5565 Main Street, Williamsville, NY.



---

Nick McCormick  
Administrator/Clerk-Treasurer

