

**Village of Williamsville  
Village Board Meeting Agenda  
5565 Main Street, Williamsville, New York  
May 11, 2026 at 7:30pm**

I. **Call to Order**            Pledge of Allegiance  
   Roll Call

II. **Approval of Minutes**    April 27, 2026

III. **Rules of Procedure**

IV. **Suspension of Rules for Public Participation**

V. **Proclamation(s)**        Mr. Pete Warn

VI. **Public Hearing(s)**      None

VII. **Village Board**

**Mayor Hunt – Reports & Resolutions**

- a) Reports
- b) Authorize Transfers
- c) Authorize Payroll & Vouchers
- d) Resolution: Creation of Supervisory Position at Garrison Pool

**Deputy Mayor Celeste – Reports & Resolutions**

- a) Reports
- b) Resolution: Authorize travel for Fire Chief

**Trustee Hahn – Reports & Resolutions**

- a) Reports
- b) Resolution: Appoint Beautification Member

**Trustee Jackson – Reports & Resolutions**

- a) Reports
- b) Resolution: Creation of Intern Position
- c) Resolution: Appoint Intern

**Trustee Meyer – Reports & Resolutions**

- a) Reports

VIII. **Staff Reports**

IX. **Executive Session**

X. **Adjournment**

XI.

*This meeting is conducted according to the Rules of Procedure as adopted by the Village Board on 7/14/25*

## Meetings Schedule

*(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 Work Session 7:00pm Meeting / 7:30pm
- 2<sup>nd</sup> Mon Village Board Work Session 6:00pm / Meeting 7:30pm
- 3<sup>rd</sup> Mon Environmental Advisory Council 7:15pm
- 3<sup>rd</sup> Mon Meeting House Events Committee 6:15pm (Mtg House)
- 4<sup>th</sup> Mon Village Board Work Session 6:00pm / Meeting at 7:30pm
- 3<sup>rd</sup> Tue Parks Committee 7:00pm
- 3<sup>rd</sup> Tue Tree Board 6:00pm
- 3<sup>rd</sup> Thu Youth & Rec 7:00pm
- 4<sup>th</sup> Tue HPC Work Session 7:00pm Meeting 7:30pm
- 4<sup>th</sup> Tue Youth & Recreation Committee 7:00pm (Aud)
- 2<sup>nd</sup> Wed Glen Park Joint Board 7:00pm in Conference Room
- 3<sup>rd</sup> Wed ZBA Work Session 7:00pm/ Meeting 7:30pm (Aud)
- 1<sup>st</sup> Thu Traffic & Safety Committee 6:30pm
- 1<sup>st</sup> Thu Technical Advisory Committee 9:00am
- 2<sup>nd</sup> Thu Arts, Culture & Diversity Committee 7:00pm
- 3<sup>rd</sup> Thu Glen Park Art Festival Meeting 7:00pm

## Village Board Liaisons

*(Updated 7/15/25)*

**MAYOR HUNT:** APD, Williamsville Fire Department, Executive Safety Committee, Records Management Committee, Co-Liaison DPW, Co-Liaison WBA

**DEPUTY MAYOR CELESTE:** Traffic & Safety, Meeting House, Co-Liaison DPW, Intergovernmental Agency, Youth & Recreation

**TRUSTEE HAHN:** Tree Board, Planning & Architectural Review Board, Beautification Committee, Erie County Energy, Community Plan Action Committee, Co-Liaison Williamsville Business Association

**TRUSTEE JACKSON:** Arts/ Culture & Diversity Committee, Co-Liaison Glen Park Joint Board, Parks Committee

**TRUSTEE MEYER:** Environmental Advisory Council, Historic Preservation Commission, Zoning Board of Appeals, Co-Liaison Glen Park Joint Board

## Meetings & Events

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

### May 2026

- 4 Planning Board 7:00pm
- 5 Comprehensive Plan Committee 6:30pm
- 7 Traffic & Safety 6:30pm
- 11 Village Board Work Session 6:00pm**
- 11 Village Board Regular Session 7:30pm**
- 12 Beautification Committee 1pm
- 13 Glen Park Joint Board 7:00pm
- 14 Arts and Culture 7:00pm
- 18 Meeting House Events Committee 6:30pm
- 18 Environmental Advisory Council 7:15pm
- 19 Tree Board 6:00pm
- 19 Parks Committee 7:00pm
- 20 Zoning Board of Appeals 7:00pm
- 21 Youth and Recreation 7:00pm
- 26 Village Board Work Session 6:00pm**
- 26 Village Board Regular Session 7:30pm**
- 27 Historic Preservation Commission 7:00pm

### June 2026

- 1 Planning Board 7:00pm
- 4 Traffic & Safety 6:30pm
- 8 Village Board Work Session 6:00pm**
- 8 Village Board Regular Session 7:30pm**
- 9 Beautification Committee 1pm
- 10 Glen Park Joint Board 7:00pm
- 15 Meeting House Events Committee 6:30pm
- 15 Environmental Advisory Council 7:15pm
- 16 Tree Board 6:00pm
- 16 Parks Committee 7:00pm
- 17 Zoning Board of Appeals 7:00pm
- 18 Youth & Recreation
- 22 Village Board Work Session 6:00pm**
- 22 Village Board Regular Session 7:30pm**
- 23 Historic Preservation Commission 7:00pm
- 24 Comprehensive Plan Committee 6:30pm



Visit the Village website at

[www.williamsvilleny.gov](http://www.williamsvilleny.gov)

For Village information, news & events.

Follow us on

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

**HUNT #1**

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

To:	001-7530-4070 UTILITIES.....	\$455.00
	001-7530-4230 MAINTENANCE .....	\$84.00
From:	001-7530-4440 FIRE ALARM .....	\$39.00
	001-7530-4450 MISCELLANEOUS .....	\$500.00
To:	001-9030-8000 SOCIAL SECURITY.....	\$10,721.00
	001-9055-8000 DISABILITY INSURANCE .....	\$3.00
From:	001-9010-8000 STATE RETIREMENT .....	\$10,724.00
To:	001-8560-4360 TREES-REPLACEMENT REGULAR.....	\$747.00
From:	001-8560-4350 TREES-MAINTENANCE.....	\$747.00
To:	001-7110-4350 POOL SUPPLIES .....	\$103.00
From:	001-7110-4280 EQUIPMENT RENTAL.....	\$103.00
To:	001-5182-4110 CONTRACT FOR LIGHTING.....	\$242.00
From:	001-5142-4460 LAWN REPAIR .....	\$242.00
To:	001-5110-4161-0906 REPAIRS 2007 INTL. 4300 DUMP .....	\$56.00
	001-5110-4161-0908 REPAIRS 2011 CHEVY SILVERADO 3500 HD.....	\$6,985.00
From:	001-5110-4250 GAS & OIL.....	\$7,041.00
To:	001-5110-4161 REPAIRS-EQUIPMENT.....	\$278.00
From:	001-5110-4000 SEASONAL HELP.....	\$278.00
To:	001-3620-4060 TELEPHONE .....	\$68.00
From:	001-3620-4040 EDUCATION EXP/TRAVEL.....	\$68.00
To:	001-3410-4470 BUILDING MAINTENANCE.....	\$189.00
From:	001-3410-4471 BUILDING REPAIRS.....	\$189.00
To:	001-3410-4070 UTILITIES.....	\$175.00
	001-3410-4110 SERVICE CONTRACTS .....	\$2,545.00
	001-3410-4160-3407 TRUCK EXPENSE RESCUE 7 .....	\$342.00
From:	001-3410-4160 TRUCK EXPENSE .....	\$3,62.00
To:	001-1640-1000 PERSONAL SERVICES .....	\$32,900.00
	001-1640-1001 PERSONAL SERVICES-OVERTIME .....	\$597.00
From:	001-1640-2010 CAPITAL IMPROVEMENTS .....	\$33,497.00
To:	001-1620-1001 PERSONAL SERVICES-OVERTIME .....	\$134.00
	001-1620-2020 CAPITAL IMPROVEMENTS .....	\$3,552.00
	001-1620-4070 UTILITIES.....	\$805.00
	001-1620-4230 BUILDING MAINTENANCE.....	\$103.00
From:	001-1620-41240 PAINT/CARPET/ETC.....	\$4,594.00

To:	001.1620-1001 PERSONAL SERVICES OVERTIME.....	\$134.00
	001-1620-2020 CAPITAL IMPROVEMENTS .....	\$3,552.00
	001-1620-4070 UTILITIES.....	\$805.00
	001-1620-4230 BUILDING MAINTENANCE.....	\$103.00
From:	001-1620-4240 PAINT/CARPET/ETC.....	\$4,594.00
To:	001-1410-4630 GRANT WRITER .....	\$1600.00
From:	001-1410-4111 INTERNET ACCESS/WEB SITE .....	\$1400.00
	001-1410-4620 LEASE COPY MACHINE.....	\$200.00
To:	001-1410-4020 POSTAGE.....	\$598.00
From:	001-1410-4010 OFFICE SUPPLIES.....	\$598.00
To:	001-1410-1000 PERSONAL SERVICES .....	\$14,182.00
From:	001-1010-4040 EDUCATIONAL EXP/TRAVEL .....	\$2,408.00
	001-1110-1000 PERSONAL SERVICES .....	\$11,774.00
To:	001-1110-4450 MISCELLANEOUS .....	\$9,259.00
From:	001-1010-1000 PERSONAL SERVICES .....	\$7,759.00
	0010-1010-4010 OFFICE SUPPLIES.....	\$1500.00

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

To:	009-714111001 PERSONAL SERVICES-OVERTIME .....	\$687.00
From:	009-7141-2010 CAPITAL IMPROVEMENTS .....	\$687.00

**HUNT #2**

**BE IT RESOLVED**, that payroll and vouchers in the amount of **\$310,551.38** covering the period from **4/20/2026** through **5/06/2026** are hereby approved as follows:

<b>PAYROLL COVERING 4/20/26-5/03/2026</b>	<b>\$ 51,465.84</b>
<b>VOUCHERS COVERING 4/23/2026-5/06/2026</b>	
GENERAL FUND	\$ 136,567.84
SEWER FUND	\$ 2,438.06
GLEN PARK FUND	\$ 810.94
TRUST AND AGENCY FUND	\$ 16,838.70
VILLAGE HALL RENOVATIONS	\$ 102,430.00
	<b>\$ 259,085.54</b>
 <b>GRAND TOTAL</b>	 <b><u>\$ 310,551.38</u></b>

### **HUNT#3**

**WHEREAS**, the Garrison Park Pool is a public recreational facility operated for the benefit of the community and visitors; and

**WHEREAS**, safe and efficient pool operations require clear on-site supervision, consistent enforcement of policies, and coordination of attendants, admissions, and maintenance activities; and

**WHEREAS**, the Village of Williamsville desires to strengthen oversight to support compliance with applicable health and safety requirements, training standards, and incident reporting procedures; and

**WHEREAS**, the Board finds that establishing a dedicated supervisory position will promote continuity of operations, and enhance accountability during the pool season; and

**NOW, THEREFORE, BE IT RESOLVED** by the Village of Williamsville Board has created the position of Supervising Pool Attendant for the Garrison Park Pool.

**BE IT FURTHER RESOLVED**, that the duties of the Supervising Pool Attendant may include oversight of pool attendants and daily pool operations, assist with scheduling, monitoring attendance and conduct, assist with facility cleanliness and safety, and performing such other related duties as assigned by the appropriate supervisor.

**BE IT FURTHER RESOLVED**, that compensation, hours, and terms of employment for said position shall be established in accordance with applicable personnel policies, budget appropriations, and any relevant employment agreements.

**BE IT FURTHER RESOLVED**, that this resolution shall take effect immediately.

### **CELESTE #1**

**RESOLVED**, that the Williamsville Fire Department is hereby authorized to have Chief Michael Vogel travel to and attend the Lake George Training Symposium hosted by FASNY (Firefighters Association of the State of New York) in Lake George, New York from May 15, 2026 through May 17, 2026, at an estimated cost of \$869.35 for lodging, meals and mileage, to be paid from Education Expense/Travel budget appropriation line.

### **HAHN #1**

**BE IT RESOLVED** that the Village Board of Trustees hereby appoints *Melanie McMahan* of Williamsville, New York, to the Beautification Committee effective immediately.

**JACKSON #1**

**WHEREAS**, the Village of Williamsville supports the planning, implementation, and maintenance of green infrastructure initiatives, including the Bioswales Project; and

**WHEREAS**, the Bioswales Project requires additional staff support for tasks such as transplanting, field observation, weed control, and assessing growing conditions and

**WHEREAS**, the Village of Williamsville finds it to be in the public interest to appoint a paid intern to assist with the Bioswales Project; and

**BE IT FURTHER RESOLVED** that compensation shall be at the rate of \$16.00 per hour, not to exceed 12 hours per week, subject to budget availability and standard payroll practices.

**BE IT FURTHER RESOLVED** that the intern shall work under the direction of the Alexandra Zirkle, Consultant, and shall perform duties related to the Bioswales Project as assigned, consistent with the scope and needs of the project.

**BE IT FURTHER RESOLVED** that this resolution shall take effect immediately.

**JACKSON #2**

**WHEREAS**, *Brynn Surloff*, a student at the University of Buffalo, New York has expressed interest in supporting the Bioswales Project and is qualified to perform the duties of a paid intern; and

**NOW, THEREFORE, BE IT RESOLVED** by the Village of Williamsville that *Brynn Surloff* is hereby appointed as a **Paid Intern** for the Bioswales Project through University of Buffalo's Department of Environment and Sustainability's internship program. They place interns with businesses, non-profits, and municipalities throughout WNY. Internships follow the semester schedule, with a summer intern working from end of May 26, 2026 through August 14, 2026.

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