



Amherst Town Board

Regular Meeting of the Town Board

Agenda

5583 Main Street
Williamsville, NY 14221
www.amherst.ny.us

Francina J. Spoth
Town Clerk

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<https://www.youtube.com/@townofamherstnewyork>

Monday, December 1, 2025

3:00 PM

Amherst Municipal Building

I. IN MEMORY

II. INVOCATION

III. PLEDGE OF ALLEGIANCE

IV. ROLL CALL:

3:00 PM Meeting called to order on December 1, 2025 at Amherst Municipal Building, 5583 Main Street, Williamsville, NY.

Attendee Name	Present	Absent	Late	Arrived
Supervisor Brian J. Kulpa	☐	☐	☐	
Deputy Supervisor Shawn Lavin	☐	☐	☐	
Councilmember Jacqueline Berger	☐	☐	☐	
Councilmember Michael Szukala	☐	☐	☐	
Councilmember Angela Marinucci	☐	☐	☐	

V. MINUTES APPROVAL

1. Monday, November 10, 2025

VI. PROCLAMATIONS AND ANNOUNCEMENTS

Upcoming Events:

- Breakfast with Santa – December 6th from 9-11am at the Senior Center
- Town of Amherst Holiday Market – December 6th from noon-5pm at Town Hall Parking Lot
- Amherst Symphony Orchestra Songs of the Season Concert – December 7th at 3pm at Williamsville South High School
- Holiday Happenings – December 19th from 6-8pm at the Senior Center

Amherst Town Board to Honor Two Outstanding Students, Alisha Govindaraj & Aria Knechtges.

Amherst Town Board to Honor Jean Widlicka, 87, Valued Instructor at the Amherst Center for Senior Services.

VII. PUBLIC HEARINGS

Speakers will be limited to 3 minutes.

1. Resolution 2025-983

Renaming of Amherst Main Library at Audubon to the Honorable Shirley Chisholm Library

VIII. DEVELOPMENT REVIEW ACTIONS

IX. PERSONAL APPOINTMENTS TO BOARDS & COMMITTEES

Board Appointments - Amherst Conservation Advisory Council, Board of Ethics, Historic Preservation, IDA, Planning, Recreation, Recycling & Waste, Traffic Safety and the Zoning Board of Appeals.

NOTE - The number of vacancies is listed after the Committee name.

1. 9/11 Commemoration Committee

Membership is unlimited.

2. Amherst Committee on Disabilities

3. Amherst Community Diversity Commission

4. Amherst Conservation Advisory Council

5. Amherst Government Financial Advisory Board

6. Amherst Industrial Development Agency

Membership is full.

7. Amherst Veterans Committee

8. Arts & Culture in Public Places Board

9. Board of Assessment Review

Membership is full.

10. Board of Electrician Examiners

Membership is full.

11. Board of Ethics

Membership is full.

12. Board of Plumbing and Drainage Examiners

Membership is full.

13. Design Advisory Board**14. Employee Suggestion Program Merit Award Board**

Membership is full.

15. Employee Suggestion Review Committee**16. Energy Conservation Citizens Advisory Committee****17. Freedom of Information Law (FOIL) Board****18. Glen Park Joint Board****19. Historic Preservation Commission**

Membership is full.

20. Information Technology Advisory Committee**21. Library Board of Trustees**

Membership is full.

22. Minority / Woman Owned Business**23. Open Government Advisory Board****24. Planning Board**

Membership is full.

25. Recreation Commission**26. Recycling and Waste Committee****27. Senior Services Advisory Board****28. Traffic Safety Board**

Membership is full.

29. Youth Board

Adult vacancies (6), Youth vacancies (0)

30. Zoning Board of Appeals

Membership is full.

X. PUBLIC EXPRESSION

This is an opportunity for residents to comment on matters involving Amherst other than those pertinent to Public Hearings that day. Speakers will be limited to 3 minutes.

XI. CONSENT AGENDA**XII. COUNCILMEMBER RESOLUTIONS****A. SUPERVISOR KULPA:****B. DEPUTY SUPERVISOR LAVIN:****C. COUNCILMEMBER BERGER:****D. COUNCILMEMBER SZUKALA:****1. Resolution 2025-984**

Set Public Hearing Date – Parking Restriction on the East Side of Callodine Avenue

2. Resolution 2025-985

Set Public Hearing Date – Parking Restriction on Heim Road at Southwedge Drive Corners

3. Resolution 2025-986

Set Public Hearing Date – Miller's Crossing Stop Sign Installation

E. COUNCILMEMBER MARINUCCI:**XIII. DEPARTMENT HEAD RESOLUTIONS AND REPORTS****A. TOWN ATTORNEY:****B. TOWN CLERK:****1. Resolution 2025-987**

New Firefighter for Swormville Fire Company

2. Resolution 2025-988

Authorization for Pre-Payment to RDT Mail Corp for the 2026 Town and County Tax Bills and Receipts

3. Resolution 2025-989

GRANICUS, LLC Meeting Management Software for Minute Traq CRS #5826

4. Resolution 2025-990

Adopting the Electronic Signatures and Records Act (ESRA) for the Town of Amherst New York

C. ASSESSOR:**D. BUILDING/BUILDING MAINTENANCE:****1. Resolution 2025-991**

Change Order - Parking Lot Paving CRS #5967

2. Resolution 2025-992

Change Order - Amherst Veterans Memorial Phase 1 CRS #5921

3. Resolution 2025-993

Change Order 2 - Amherst Veterans Memorial - Phase 1 CRS #5974

4. Resolution 2025-994

Change Order 1 - Global LED Solutions CRS #5975

E. CENTRAL ALARM:**F. COMPTROLLER:****1. Resolution 2025-995**

Budget Transfers and Amendments

G. CONTRACT COMPLIANCE:**1. Resolution 2025-996**

Award Bid #2025038 Sewer Equipment and Supplies - CRS #5912, 5913 & 5914

2. Resolution 2025-997

Award Bid #2025044 Tire Road Service - CRS #5926

3. Resolution 2025-998

Award Bid #2025039 Special Inspection Services - Construction Projects - CRS #5945

4. Resolution 2025-999

Northtown Naming Rights Extension - CRS #5946

5. Resolution 2025-1000

Award Bid #2025048 Machine Shop Services - CRS #5947

6. Resolution 2025-1001

Award Bid #2025047 Tree Removal & Stump Grinding - CRS #5948

7. Resolution 2025-1002

Award RFP #202508 State & Federal Government Relations Services - CRS #5950

8. Resolution 2025-1003

Extension of Bid #2023052 Town Wide Fire Alarm Inspection, Service & Security Monitoring - CRS #5960

9. Resolution 2025-1004

Amendment to Tyler Technologies Contract - CRS #5958

10. Resolution 2025-1005

Ice Melt Products - CRS #5965 & #5966

11. Resolution 2025-1006

Award Bid #2025050 Waukesha Natural Gas Engine, Gearbox & PLC Service - CRS #5976

12. Resolution 2025-1007

Award RFP #202509 Mental Health Clinician Services - CRS #5977

H. COURT:**I. ECONOMIC DEVELOPMENT:****J. EMERGENCY SERVICES:****1. Resolution 2025-1008**

Adoption of the Revised Town of Amherst Comprehensive Emergency Management Plan

K. ENGINEERING SERVICES:**1. Resolution 2025-1009**

LED Street Light Maintenance – Contact Amendment Concrete Applied Technologies Corp. Dba CATCO Town of Amherst Job #2023.034A CRS ID #5970

L. FINANCE:**M. HIGHWAY****1. Resolution 2025-1010**

Standardization of Multihog Equipment

N. HUMAN RESOURCES:

1. Resolution 2025-1011

Extension of Employee Benefit Consultants CRS #5916

2. Resolution 2025-1012

Recreation Attendant - PT/Youth & Recreation

3. Resolution 2025-1013

Recreation Attendant - PT/Youth & Recreation

4. Resolution 2025-1014

Recreation Attendant - PT/Youth & Recreation

5. Resolution 2025-1015

Recreation Attendant - PT/Youth & Recreation

6. Resolution 2025-1016

Recreation Specialist - PT/Youth & Recreation

7. Resolution 2025-1017

Youth Service Program Coordinator/Youth & Recreation

8. Resolution 2025-1018

Program Leader - Youth/Youth & Recreation

9. Resolution 2025-1019

Laborer/Youth & Recreation Department

O. INFORMATION TECHNOLOGY:**P. PLANNING:****1. Resolution 2025-1020**

Sidewalk Waiver Request – SWW-2025-04; 681 Frankhauser Road

2. Resolution 2025-1021

SWW-2025-05, Property Located at 699 Casey Road

3. Resolution 2025-1022

Request for Public Hearing Proposed Zoning Code Text Amendment: Creating an Urban Renewal Area Overlay District (URAOD), ZTA-2023-05

Q. POLICE:

1. Resolution 2025-1023

Contract Extension: New York State University at Buffalo (CRS #5951) Use of Firearms Range at APD HQ

2. Resolution 2025-1024

Quadient Leasing, USA Inc. (CRS #5952) Lease of Postage Machine

R. SENIOR SERVICES:**S. SEWER/PLANT 16:****1. Resolution 2025-1025**

Auction of Sewer Maintenance Surplus Equipment

2. Resolution 2025-1026

CCTV Sewer Inspection Equipment Cues, Inc. CRS No. 5971

3. Resolution 2025-1027

Contract Extension - Bid 2023049 Transportation of Stabilized Sludge Cake & Screenings Stancor LLC. CRS No. 5955

4. Resolution 2025-1028

TOA Bid 2025002 Sodium Hydroxide 50% Solution Slack Chemicals Company, Inc. CRS No.5956

5. Resolution 2025-1029

TOA Bid 2024045 Ferric Chloride Solution PVS Technologies, Inc. CRS No. 5959

6. Resolution 2025-1030

2026 MOA Renewal for WNY Stormwater Coalition CRS #5949

7. Resolution 2025-1031

Change Order No. 4 No Cost Time Extension Progressive Roofing Inc. WPCF: Roof System Improvements Town of Amherst Project No. 2016.002B CRS #5981

T. YOUTH AND RECREATION:**1. Resolution 2025-1032**

Purchases Authorization

XIV. UNFINISHED BUSINESS

XV. COMMUNICATIONS**1. Communication 2025-119**

North Bailey Fire Co. Project - Fee Waiver Request

2. Communication 2025-120

Correspondence from Steven Cohen

3. Communication 2025-121

Notice of Claim: Karen C. Cuevas Vs. Town of Amherst

4. Communication 2025-122

Notice of Petition: Derrick M. Anderson Vs. Town of Amherst Et Al.

5. Communication 2025-123

Notice of Claim: Bruce D. Dove Vs. Town of Amherst Et Al.

6. Communication 2025-124

Notice of Claim: Progressive A/S/O Nicole M Heckler Vs. Town of Amherst

7. Communication 2025-125

Notice of Claim: SubroIQ A/S/O State Farm Insurance Group Vs. Town of Amherst

8. Communication 2025-126

Notice of Claim: Liberty Insurance Corporation A/S/O Joseph Brozek Vs. Town of Amherst

9. Communication 2025-127

Summons and Complaint: Crosscountry Mortgage LLC Vs. Town of Amherst Et Al.

XVI. PUBLIC IMPROVEMENT PERMITS**1. Resolution 2025-1033**

Private Improvement Permit No. 3133 Sanitary Sewer Villas at Essex Woods 2018.029/SP-2018-08A

2. Resolution 2025-1034

Private Improvement Permit No. 3134 Waterline Villas at Essex Woods 2018.029/SP-2018-08A

XVII. PUBLIC EXPRESSION #2

This is an opportunity for residents to comment on matters involving Amherst other than those pertinent to Public Hearings that day. Speakers will be limited to 3 minutes.

XVIII. ADJOURNMENT