



Amherst Town Board

Organizational Meeting of the Town Board

Agenda

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

Francina J. Spoth
Town Clerk

In the event of a fire or other emergency, please follow the exit signs that are provided in this room and throughout Town Hall. Upon exiting this room, the main exits are located to the front and the rear of this building. ***Do not use the elevator during an emergency event.***

This meeting is being recorded and will stream live online
Amherstny.igm2.com

Monday, January 3, 2022

7:00 PM

Amherst Municipal Building

I. IN MEMORY

II. INVOCATION

Supervisor Kulpa

III. PLEDGE OF ALLEGIANCE

IV. ROLL CALL:

7:00 PM Meeting called to order on January 3, 2022 at Amherst Municipal Building, 5583 Main Street, Williamsville, NY.

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

V. MINUTES APPROVAL

1. Monday, December 20, 2021

VI. PROCLAMATIONS AND ANNOUNCEMENTS

The Town Board meeting may be accessed via Zoom at the following link:

<https://us02web.zoom.us/j/87696496501?pwd=MnV6bWR0cDVR0xIcGhYd0lCMlRudz09>

Meeting ID: 876 9649 6501

Passcode: 882835

Or via phone by dialing 1-929-205-6099 and utilizing the same Meeting ID and Passcode. Audio/Call-In Instructions: Note to callers your phone number will display to the public, to conceal your number enter *67 before you enter the phone number below. To comment during the public hearing call-in participants must dial *9 to "raise your hand" to be recognized for speaking.

During the Zoom meeting, you may click on the Participants tab then choose the Raise Hand feature to speak. You may also navigate to the bottom options bar in your video screen and click Reactions. Underneath Reactions, there should be a separate button to Raise Your Hand.

VII. PUBLIC HEARINGS

Speakers will be limited to 3 minutes.

VIII. REORGANIZATION**1. Resolution 2022-1**

Re-Appointment of Deputy Supervisor 2022

2. Resolution 2022-2

Appointments of Town Attorney, Sr. Deputy Town Attorney, and Town Prosecutor 2022

3. Resolution 2022-3

Re-Appointment of Parliamentarian 2022

4. Resolution 2022-4

Liaisons to Boards & Committees and Departments 2022

5. Resolution 2022-5

Re-Appointment of Town Comptroller 2022

6. Resolution 2022-6

Reappointment of Town Engineer 2022

7. Resolution 2022-7

Appointment of Energy Manager 2022

8. Resolution 2022-8

Re-Appointment of Affirmative Action Officer 2022

9. Resolution 2022-9

Re-Appointment of Fair Housing Officer 2022

10. Resolution 2022-10

Appointment of Town Historian 2022

11. Resolution 2022-11

Representation of Town of Amherst at the Association of Erie County Governments 2022

12. Resolution 2022-12

Representation of Town of Amherst at Annual Meeting of the Association of Towns 2022

13. Resolution 2022-13

Designation of Official Town Newspaper 2022

14. Resolution 2022-14

Designation of Official Town Depositories 2022

15. Resolution 2022-15

Check Signing 2022

16. Resolution 2022-16

Payment of Department Expense Accounts 2022

17. Resolution 2022-17

Approve Town Officials' Blanket Bond 2022

18. Resolution 2022-18

2022 Office Hours and Standard Workday Hours

19. Resolution 2022-19

Set 2022 Holiday Schedule

20. Resolution 2022-20

Set Salaries for Town Employees and Civil Service Employees 2022

21. Resolution 2022-21

Set Salaries for Exempt Employees 2022

22. Resolution 2022-22

Set Salaries for Department Heads and Assistant Department Heads 2022

23. Resolution 2022-23

2022 Town Board Meeting Dates

24. Resolution 2022-24

2022 Planning Board Meeting Dates

25. Resolution 2022-25

2022 Zoning Board of Appeals Meeting Dates

26. Resolution 2022-26

2022 Amherst Traffic Safety Board Meeting Dates

27. Resolution 2022-27

2022 Amherst Historic Preservation Commission Meeting Dates

28. Resolution 2022-28

2022 Design Advisory Board Meeting Dates

29. Resolution 2022-29

2023 Budget Calendar

30. Resolution 2022-30

Re-Appointment of A.D.A. (Americans with Disabilities Act) Coordinators 2022

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)**3. Amherst Community Diversity Commission (4)**

Deputy Supervisor Berger appoints Dr. Mohan Devgun to the Amherst Community Diversity Commission for his 2nd term to end December 31, 2023.

4. Amherst Conservation Advisory Council (4)**5. Amherst Industrial Development Agency**

Membership is full.

6. Amherst Veterans Committee (4)

Deputy Supervisor Berger re-appoints Mary Wood and Dan Howard to the Amherst Veterans Committee for terms to end December 31, 2023.

Councilmember Lavin re-appoints Joe Orzechowski and Rick Herrmann to the Amherst Veterans Committee for terms to end December 31, 2023.

7. Arts & Culture in Public Places Board**8. Board of Assessment Review**

Membership is full.

9. Board of Electrician Examiners

Membership is full.

10. Board of Ethics

Membership is full.

11. Board of Plumbing and Drainage Examiners

Membership is full.

12. Citizens Financial Advisory Committee (2)

13. Employee Suggestion Program Merit Award Board

Membership is full.

14. Employee Suggestion Review Committee

Membership is full.

15. Energy Conservation Citizens Advisory Committee (3)

16. Freedom of Information Law (FOIL) Board

17. Glen Park Joint Board

Village Vacancy

18. Government Study Committee (2)

19. Historic Preservation Commission (1)

Membership is full.

20. Information Technology Advisory Committee (2)

21. Library Board of Trustees (1)

22. Minority / Woman Owned Business (4)

23. Open Government Advisory Board (4)

24. Planning Board

Membership is full.

25. Recreation Commission

26. Recycling and Waste Committee (3)

27. Senior Services Advisory Board (2)

28. Traffic Safety Board

Membership is full.

29. Youth Board (4)

Adult vacancies (4)

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:****1. Resolution 2022-31**

Appointment to Amherst Industrial Development Agency

B. DEPUTY SUPERVISOR BERGER:**1. Resolution 2022-32**

Zoning Board of Appeals Appointment

2. Resolution 2022-33

Amherst Conservation Advisory Committee Reappointments

3. Resolution 2022-34

Amherst Recreation Commission Reappointments

4. Resolution 2022-35

Amherst Youth Board Reappointments

C. COUNCILMEMBER BUCKI:**1. Resolution 2022-36**

Virtual Public Meetings

2. Resolution 2022-37

Employee Suggestion Program Merit Award Board

3. Resolution 2022-38

Employee Suggestion Review Committee Appointments

4. Resolution 2022-39

9/11 Commemoration Committee Appointments/Re-Appointments

D. COUNCILMEMBER LAVIN:**1. Resolution 2022-40**

Amherst Information Technology Advisory Committee Reappointment

E. COUNCILMEMBER SZUKALA:**1. Resolution 2022-41**

Amherst Traffic Safety Board Reappointments

XIII. DEPARTMENT HEAD RESOLUTIONS AND REPORTS**A. TOWN ATTORNEY:****1. Resolution 2022-42**

Automatic Granting of Senior and Disability Real Property Tax Exemptions

B. TOWN CLERK:**1. Resolution 2022-43**

Establishing a Records Management Advisory Board

2. Resolution 2022-44

Lasertron Game Room License Application

C. ASSESSOR:**D. BUILDING/BUILDING MAINTENANCE:****1. Resolution 2022-45**

NFBOA Conference

2. Resolution 2022-46

FLBOA Conference

3. Resolution 2022-47

Edmunds Govtech (IPS 2022 Maintenance Contract) CRS# 3091

E. CENTRAL ALARM:**F. COMPTROLLER:****1. Resolution 2022-48**

Investment Policy

2. Resolution 2022-49

Budget Transfer and Amendments

3. Resolution 2022-50

2022 Standard Mileage Rate

G. CONTRACT COMPLIANCE:**H. COURT:****I. EMERGENCY SERVICES:****J. ENGINEERING:****1. Resolution 2022-51**

Water Information Management Solution Software and Services - CRS 3108

2. Resolution 2022-52

WPCF Sludge Storage Building - General Contract - Change Order No. 4 CRS No. 3107

3. Resolution 2022-53

Kingsgate Park CALL Improvements - General Contract - Change Order No. 4 CRS No. 3086

4. Resolution 2022-54

Kingsgate Park CALL Improvements - Electrical Contract - Change Order No. 1 CRS No. 3106

K. FINANCE:**1. Resolution 2022-55**

Approve Procurement Policy and Contract Management Policy

L. HIGHWAY:**M. HUMAN RESOURCES:****1. Resolution 2022-56**

Extended Sick Leave of Absence Without Pay/Town Clerk

2. Resolution 2022-57

Director of Senior Services/Senior Center

3. Resolution 2022-58

Police Officer/Police Department (7 Positions)

4. Resolution 2022-59

Computer Support Technician/Police Department

5. Resolution 2022-60

Network Manager/Engineering Department

6. Resolution 2022-61

Chief Wastewater Treatment Plant Operator/Engineering Department

7. Resolution 2022-62

Paralegal/Town Attorney

8. Resolution 2022-63

Supervising Maintenance Mechanic-HVAC/Youth & Recreation

9. Resolution 2022-64

Assistant Code Enforcement Officer/Building Department

10. Resolution 2022-65

Laborer/Youth & Recreation

N. INFORMATION TECHNOLOGY:***O. PLANNING:******P. POLICE:*****1. Resolution 2022-66**

Contract Extension FM Communications, Inc (CRS# 3109)

2. Resolution 2022-67

Contract Extension United Uniform Dist. LLC (CRS# 3110)

3. Resolution 2022-68

2022 Safety Education Trust Fund

4. Resolution 2022-69

2022 Asset Forfeiture Trust Account

5. Resolution 2022-70

Training & Travel Request DRE/Stop DWI Training

Q. SENIOR SERVICES:**R. YOUTH AND RECREATION:****1. Resolution 2022-71**

T-Account Expenditure Approval

2. Resolution 2022-72

T-Account Expenditures - Decommissioning

3. Resolution 2022-73

Rental Agreement CRS #3044

XIV. UNFINISHED BUSINESS**XV. COMMUNICATIONS****1. Communication 2022-1**

Letter from Resident - Westwood Negotiating Premature

2. Communication 2022-2

Summons and Complaint: Community Loan Servicing, LLC Vs. Town of Amherst Et Al.

XVI. PUBLIC IMPROVEMENT PERMITS**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