



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

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

Tuesday, January 3, 2023

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, 2023 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 12, 2022

VI. PROCLAMATIONS AND ANNOUNCEMENTS

VII. PUBLIC HEARINGS

Speakers will be limited to 3 minutes.

VIII. REORGANIZATION**1. Resolution 2023-1**

Appointments of Town Attorney, Sr. Deputy Town Attorney, and Town Prosecutor 2023

2. Resolution 2023-2

Appointment of Parliamentarian 2023

3. Resolution 2023-3

Appointment of Energy Manager 2023

4. Resolution 2023-4

Re-Appointment of Affirmative Action Officer 2023

5. Resolution 2023-5

Re-Appointment of Fair Housing Officer 2023

6. Resolution 2023-6

Re-Appointment of Town Historian 2023

7. Resolution 2023-7

Representation of Town of Amherst at the Association of Erie County Governments 2023

8. Resolution 2023-8

Representation of Town of Amherst at Annual Meeting of the Association of Towns 2023

9. Resolution 2023-9

Designation of Official Town Newspaper 2023

10. Resolution 2023-10

Designation of Official Town Depositories 2023

11. Resolution 2023-11

Check Signing 2023

12. Resolution 2023-12

Payment of Department Expense Accounts 2023

13. Resolution 2023-13

Approve Town Officials' Blanket Bond 2023

14. Resolution 2023-14

2023 Office Hours and Standard Workday Hours

15. Resolution 2023-15

Set 2023 Holiday Schedule

16. Resolution 2023-16

Set Salaries for Town Employees and Civil Service Employees 2023

17. Resolution 2023-17

Set Salaries for Exempt Employees 2023

18. Resolution 2023-18

Set Salaries for Department Heads and Assistant Department Heads 2023

19. Resolution 2023-19

2023 Town Board Meeting Dates

20. Resolution 2023-20

2023 Amherst Traffic Safety Board Meeting Dates

21. Resolution 2023-21

2023 Design Advisory Board Meeting Dates

22. Resolution 2023-22

2024 Budget Calendar

23. Resolution 2023-23

Re-Appointment of A.D.A. (Americans with Disabilities Act) Coordinators 2023

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 (5)

Deputy Supervisor Berger appoints Susan Zummo to the Amherst Committee on Disabilities for a term to end December 31, 2024.

Councilmember Lavin appoints Rachel Martin to the Amherst Committee on Disabilities for a term to end December 31, 2024.

Councilmember Szukala appoints Erica Rodman and David Wantuck to the Amherst Committee on Disabilities for a term to end December 31, 2024.

3. Amherst Community Diversity Commission (4)

4. Amherst Conservation Advisory Council (5)

5. Amherst Government Financial Advisory Board

6. Amherst Industrial Development Agency

Membership is full.

7. Amherst Veterans Committee (3)

Councilmembers Szukala appoints Andrew Peirce and Arthur Sullivan to the Amherst Veterans Committee for terms to conclude 12/31/2025.

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

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

Membership is full.

16. Energy Conservation Citizens Advisory Committee (3)

17. Freedom of Information Law (FOIL) Board

18. Glen Park Joint Board

Membership is full.

19. Historic Preservation Commission

Membership is full.

20. Information Technology Advisory Committee (1)

21. Library Board of Trustees

Membership is full.

22. Minority / Woman Owned Business (4)

23. Open Government Advisory Board (4)

24. Planning Board

Membership is full.

25. Recreation Commission (1)

26. Recycling and Waste Committee (3)

27. Senior Services Advisory Board (2)

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 BERGER:****1. Resolution 2023-25**

Design Advisory Board Reappointment

2. Resolution 2023-26

Amherst Industrial Development Agency Reappointment

3. Resolution 2023-27

Planning Board Reappointment

4. Resolution 2023-28

Zoning Board of Appeals Reappointment

5. Resolution 2023-29

Arts and Culture in Public Places Committee Re-Appointments

C. COUNCILMEMBER BUCKI:**1. Resolution 2023-30**

Appointments to Employee Suggestion Program Merit Award Board

2. Resolution 2023-31

Appointment to Historic Preservation Commission

3. Resolution 2023-32

Appointments to the Amherst Public Libraries Board of Trustees

4. Resolution 2023-33

Employee Extended Sick Leave with Pay Committee Appointments

5. Resolution 2023-34

Employee Suggestion Review Committee Appointments

D. COUNCILMEMBER LAVIN:

1. Resolution 2023-35

Amherst Youth Board Appointments

2. Resolution 2023-36

Information Technology Advisory Board Appointments

3. Resolution 2023-37

Board of Ethics Reappointment

E. COUNCILMEMBER SZUKALA:**1. Resolution 2023-38**

Recycling & Waste Committee Appointments

2. Resolution 2023-39

Amherst Traffic Safety Board

XIII. DEPARTMENT HEAD RESOLUTIONS AND REPORTS**A. TOWN ATTORNEY:****1. Resolution 2023-40**

Westlaw On-Line Database CRS #3795

B. TOWN CLERK:**1. Resolution 2023-41**

New Firefighters for Getzville Fire Company

C. ASSESSOR:**D. BUILDING/BUILDING MAINTENANCE:****E. CENTRAL ALARM:****F. COMPTROLLER:****1. Resolution 2023-42**

Tyler Technologies (MUNIS) Licensing and Support Agreement CRS #3759

2. Resolution 2023-43

Investment Policy

3. Resolution 2023-44

Budget Transfers and Amendments

G. CONTRACT COMPLIANCE:**1. Resolution 2023-45**

Award Bid #2022032 - Steel and Aluminum - CRS #3710 & 3711

2. Resolution 2023-46

Award RFP #202207 - State & Federal Government Relations Services - CRS #3747

3. Resolution 2023-47

Award Bid #2022035 - Sweeper Parts - CRS #3749, 3750 & 3751

4. Resolution 2023-48

Award Bid #2022037 - Ferric Chloride - CRS #3785

5. Resolution 2023-49

Extend Bid #2016050 - Town Wide Fire Alarm Inspection Svc - CRS #3780 (Orig. CRS/CMS #0/1218)

6. Resolution 2023-50

Extend Contract with Modern Disposal Services, Inc. for Municipal Solid Waste Services - CRS #3799

H. COURT:**I. EMERGENCY SERVICES:****J. ENGINEERING:****1. Resolution 2023-51**

National Grid Power Corporation Service Proposal and Grant of Easement
Mathewson/McCarthy Little League Fieldhouse Improvements CRS #3794

2. Resolution 2023-52

Postage Machine Rental Contract Amendment Quadient, Inc. CRS – 3874/3445

3. Resolution 2023-53

WPCF Building #7 Vertical Turbine Pump #2 Rebuild - Change Order No. 2 Corrosion
Products and Equipment, Inc. CRS #3800

K. FINANCE:

1. Resolution 2023-54

Approve Procurement Policy and Contract Management Policy

L. HIGHWAY:**M. HUMAN RESOURCES:****1. Resolution 2023-55**

Supervising Tax Clerk/Town Clerk

2. Resolution 2023-56

Police Officer/Police Department (3 Positions)

3. Resolution 2023-57

Public Safety Dispatcher/Police Department

4. Resolution 2023-58

General Crew Chief/Youth & Recreation

5. Resolution 2023-59

Recreation Attendant - PT/Youth & Recreation (4 Positions)

6. Resolution 2023-60

Recreation Attendant - PT/Youth & Recreation

7. Resolution 2023-61

Recreation Attendant - PT/Youth & Recreation

8. Resolution 2023-62

Recreation Attendant - PT/Youth & Recreation

9. Resolution 2023-63

Recreation Attendant - PT/Youth & Recreation

N. INFORMATION TECHNOLOGY:**O. PLANNING:****P. POLICE:****1. Resolution 2023-64**

2023 Safety Education Trust Fund

2. Resolution 2023-65

2023 Asset Forfeiture Trust Account

Q. SENIOR SERVICES:**1. Resolution 2023-66**

Request to Use Trust and Agency Funds Account T2100

R. YOUTH AND RECREATION:**1. Resolution 2023-67**

Authorization to Pay Vendor - Bison Billiards

2. Resolution 2023-68

2023 Golf Fees

3. Resolution 2023-69

Permission to Spend T-Account Funds

4. Resolution 2023-70

Permission to Spend T-Account Funds

5. Resolution 2023-71

Permission to Auction

XIV. UNFINISHED BUSINESS**XV. COMMUNICATIONS****1. Communication 2023-1**

Notice of Claim: Kyle E. Witul Vs. Town of Amherst

2. Communication 2023-2

Notice of Claim: New York Schools Insurance Reciprocal A/S/O Sweet Home CSD Vs. Town of Amherst

3. Communication 2023-3

Notice of Claim: Sheila Goldberg Vs. Town of Amherst

4. Communication 2023-4

Notice of Claim: Danielle Malcher Vs. Town of Amherst

5. Communication 2023-5

Summons and Complaint: Midfirst Bank 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