



Amherst Town Board

Organizational Meeting of the Town Board

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

Agenda

Francina J. Spoth
Town Clerk

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

Monday, January 6, 2025

7:00 PM

Amherst Municipal Building

I. IN MEMORY

II. INVOCATION

III. PLEDGE OF ALLEGIANCE

IV. ROLL CALL:

7:00 PM Meeting called to order on January 6, 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, December 16, 2024

VI. PROCLAMATIONS AND ANNOUNCEMENTS

VII. PUBLIC HEARINGS

Speakers will be limited to 3 minutes.

VIII. REORGANIZATION**1. Resolution 2025-1**

2025 Re-Appointment of Deputy Supervisor

2. Resolution 2025-2

Town Justice Appointment

3. Resolution 2025-3

Re-Appointment of Parliamentarian 2025

4. Resolution 2025-4

Liaisons to Boards & Committees and Departments 2025

5. Resolution 2025-5

Re-Appointment of Energy Manager 2025

6. Resolution 2025-6

Re-Appointment of Affirmative Action Officer 2025

7. Resolution 2025-7

Re-Appointment of Fair Housing Officer 2025

8. Resolution 2025-8

Re-Appointment of Town Historian 2025

9. Resolution 2025-9

Representation of Town of Amherst at the Association of Erie County Governments 2025

10. Resolution 2025-10

Representation of Town of Amherst at Annual Meeting of the Association of Towns 2025

11. Resolution 2025-11

Designation of Official Town Newspaper 2025

12. Resolution 2025-12

Designation of Official Town Depositories 2025

13. Resolution 2025-13

Check Signing 2025

14. Resolution 2025-14

Payment of Department Expense Accounts 2025

15. Resolution 2025-15

Approve Town Officials' Blanket Bond 2025

16. Resolution 2025-16

2025 Office Hours and Standard Workday Hours

17. Resolution 2025-17

Set 2025 Holiday Schedule

18. Resolution 2025-18

Set Salaries for Town Employees and Civil Service Employees 2025

19. Resolution 2025-19

Set Salaries for Exempt Employees 2025

20. Resolution 2025-20

Set Salaries for Department Heads and Assistant Department Heads 2025

21. Resolution 2025-21

2025 Town Board Meeting Dates

22. Resolution 2025-22

2025 Amherst Traffic Safety Board Meeting Dates

23. Resolution 2025-23

2025 Design Advisory Board Meeting Dates

24. Resolution 2025-24

2025 Planning Board Meeting Dates

25. Resolution 2025-25

2025 Amherst Historic Preservation Commission Meeting Dates

26. Resolution 2025-26

Re-Appointment of A.D.A. (Americans with Disabilities Act) Coordinators 2025

27. Resolution 2025-27

Budget Calendar - Fiscal Year 2026

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**

Membership is full.

6. Amherst Industrial Development Agency

Membership is full.

7. Amherst Veterans Committee

Supervisor Kulpa reappoints Eugene Sibick for a term to expire December 31, 2026.
Councilmember Berger appoints Irving Seller for a term to expire December 31, 2026.
Councilmember Marinucci appoints Patrick Conner and Nathan Sull for a term to expire December 31, 2026.

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

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 2025-28**

Travel Approval for Supervisor Training

2. Resolution 2025-29

Planning Board Appointments 2025

3. Resolution 2025-30

Design Advisory Board Appointment 2025

B. DEPUTY SUPERVISOR LAVIN:**1. Resolution 2025-31**

Amherst Senior Center Advisory Board Appointments

C. COUNCILMEMBER BERGER:**1. Resolution 2025-32**

Zoning Board of Appeals Re-Appointments 2025

2. Resolution 2025-33

Amherst Conservation Advisory Council Appointments 2025

D. COUNCILMEMBER SZUKALA:**1. Resolution 2025-34**

Amherst Recycling & Waste Committee Appointments 2025

E. COUNCILMEMBER MARINUCCI:**1. Resolution 2025-35**

Appointments to Historic Preservation Commission 2025

2. Resolution 2025-36

Amherst Committee on Disabilities (CoD) Appointments 2025

3. Resolution 2025-37

Amherst Community Diversity Commission Appointments 2025

4. Resolution 2025-38

Youth Board Appointments 2025

XIII. DEPARTMENT HEAD RESOLUTIONS AND REPORTS**A. TOWN ATTORNEY:****1. Resolution 2025-39**

Senior Center Capital Improvements (Bond Resolution - \$300,000)

2. Resolution 2025-40

Settlement of Article 7 Matter - Walgreens / Sheridan-Millersport Partnership V. Town of Amherst

3. Resolution 2025-41

Settlement of Article 7 Matter - Transit Valley Country Club V. Town of Amherst

4. Resolution 2025-42

Settlement of Article 7 Matter - Kohl's Illinois, Inc. V. Town of Amherst

5. Resolution 2025-43

Host Community Agreement for Solar Energy System - New Road Solar 1, LLC (CRS #5278)

B. TOWN CLERK:**1. Resolution 2025-44**

New Firefighter for Getzville Fire Company

C. ASSESSOR:**D. BUILDING/BUILDING MAINTENANCE:****1. Resolution 2025-45**

NFBOA 2025 Educational Conference

2. Resolution 2025-46

Edmunds Govtech CRS ID #5270

3. Resolution 2025-47

FLBOA 2025 Conference

E. CENTRAL ALARM:

F. COMPTROLLER:

1. Resolution 2025-48

Investment Policy

2. Resolution 2025-49

2025 IRS Standard Mileage Rate

3. Resolution 2025-50

Use of Opioid Settlement Funds

4. Resolution 2025-51

Budget Transfers and Amendments

G. CONTRACT COMPLIANCE:

1. Resolution 2025-52

Extension of RFP #202006 Prescription Drug Administration - CRS #5253

2. Resolution 2025-53

Amendment to Bid #2022029 Town Wide HVAC - CRS #5274

3. Resolution 2025-54

Award Bid #2024051 Senior Center Dishwasher & Scrap Collector - CRS #5275

H. COURT:

I. ECONOMIC DEVELOPMENT:

J. EMERGENCY SERVICES:

K. ENGINEERING SERVICES:

L. FINANCE:

1. Resolution 2025-55

Adopt Procurement Policy & Contract Administration Policy

M. HIGHWAY**N. HUMAN RESOURCES:****1. Resolution 2025-56**

Assistant Wastewater Treatment Plant Chemist/Engineering-Plant #16

2. Resolution 2025-57

Police Officer/Police Department

3. Resolution 2025-58

Wastewater Treatment Plant Operator-Trainee/Eng.Plant #16

4. Resolution 2025-59

Wastewater Treatment Plant Operator - Trainee/Eng. Plant #16

5. Resolution 2025-60

Sr. Deputy Town Attorney/Town Attorney's Office

6. Resolution 2025-61

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

7. Resolution 2025-62

Recreation Attendant - PT/Youth & Recreation

8. Resolution 2025-63

Senior Program Coordinator (Senior Services)/Senior Services Department

9. Resolution 2025-64

Clerk Typist/Youth & Recreation

O. INFORMATION TECHNOLOGY:**P. PLANNING:****Q. POLICE:****1. Resolution 2025-65**

Purchase of 3D Forensic Scanner Designation of Sole Source Vendor Keystone Precision Solutions (CRS #5244)

2. Resolution 2025-66

APD HQ Employee Stairwell Flooring Removal & Replacement GP Flooring Solutions (CRS #5262)

3. Resolution 2025-67

2025 APD Safety Education & Community Policing Trust & Agency Account

4. Resolution 2025-68

2025 Asset Forfeiture Trust & Agency Account

R. SENIOR SERVICES:

S. SEWER/PLANT 16:

T. YOUTH AND RECREATION:

1. Resolution 2025-69

Authorization to Spend T-Account Funds

2. Resolution 2025-70

Authorization to Spend T-Account Funds

3. Resolution 2025-71

Advertising Contract (AYCC) - CRS #5246

XIV. UNFINISHED BUSINESS

XV. COMMUNICATIONS

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