



**WORK SESSION AGENDA  
MAY 20, 2024**

**MAYOR'S REPORT**

**CODE ENFORCEMENT – SCOTT COURTEAU**

**FIRE DEPARTMENT – CHIEF MOSES**

**COMMUNITY LIAISON – KIM BOURKE**

**VILLAGE ADMINISTRATOR COZZA**

**TRUSTEE GAUGHAN**

- A) Hamburgh Holidays
- B) Beautification
- C) Recreation

**TRUSTEE HACKATHORN**

- A) Historic Preservation
- B) Economic Development

**TRUSTEE PARK**

- A) Environmental Conservation
- B) Justice Department

**TRUSTEE DAVIS**

- A) Planning Commission
- B) Architectural Review Committee

**VILLAGE ATTORNEY MURPHY**

**POLICE CHIEF RICK SCHARA**

- A) Solicitor's Permits

**PUBLIC WORKS SUPERINTENDENT SHUTTLEWORTH**

- A) Updates

**RECREATION SUPERVISOR HAEICK**

# VILLAGE OF HAMBURG

**Vision:** *The Most Desirable Community in Western New York Where Quality of Life, Affordability and Innovation is the Norm.*

**Mission:** *Village Representatives and Employees that care for the Community by efficiently providing services while preparing for the future.*

**GUIDELINES FOR PUBLIC EXPRESSION: (HAMBURG VILLAGE BOARD POLICY ESTABLISHED 4/19/99)**

1) The public shall be allowed to speak only during the Public Expression periods of the meeting or at such other times as a majority of the Board shall allow. 2) Speakers must give their name, address and organization, if any. 3) Speakers must be recognized by the presiding officer. 4) Speakers must limit remarks to three (3) minutes per person and a maximum of twelve (12) minutes regarding each subject matter. 5) Speakers may not yield any remaining time they may have to another speaker. 6) All remarks shall be addressed to the Board as a body and not to any member thereof. 7) Speakers shall observe the commonly accepted rules of courtesy, decorum, dignity and good taste. Unacceptable behavior will not be tolerated and might result in removal from the building. 8) Interested parties or their representatives may address the Board by written communication.

## MEETING AGENDA MAY 20, 2024

1. PLEDGE OF ALLEGIANCE
2. ROLL CALL
3. APPROVE THE MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES HELD ON MONDAY, MAY 6, 2024.
4. CHARACTER COUNCIL OF WNY: The virtue for May is Determination. Determination is staying focused and overcoming challenges to finish a goal, task or objective.
5. PUBLIC EXPRESSION:
6. CORRESPONDENCE:  
*All correspondence is received, reviewed and on file in the Clerk-Treasurer's office*
7. TRUSTEE MOTIONS
8. STAFF REPORTS
9. FURTHER PUBLIC EXPRESSION
10. MAYOR'S REPORT
11. CLOSE MEETING

**MOTIONS  
REGULAR MEETING**

1. **MOTION** by Trustee Hackathorn, seconded by Trustee \_\_\_\_\_, to approve the minutes of the Regular Meeting of the Board of Trustees held on Monday, May 6, 2024.

AYES:

NAYS:

2. **MOTION** by Deputy Mayor Gaughan, seconded by Trustee \_\_\_\_\_, that the Village Recreation Commission recommends that the Board approve the salaries for the following Recreation Attendants PT Seasonal for the 2024 Spring/Summer Season:

**POOL MANAGER**

Mike Salerno 6 Forsythia Dr. OP	\$20.75/hr
------------------------------------	------------

**HEAD GUARDS**

Liam Stanton 28 Maple Ave.	\$17.40/hr
-------------------------------	------------

Rebecca Robbins 4512 Cooperfield Dr.	\$17.25/hr
---	------------

**RED CROSS INSTRUCTOR**

Aime Hofner 4941 Armor Drive	\$20.75/hr
---------------------------------	------------

**LIFEGUARDS**

Olivia Herman 4631 John Michael Way	\$15.55/hr
--	------------

Cassidy Kumiega 6346 White Oak Way, Lakeview	\$15.60/hr
---	------------

Brandon Kuppel 4596 John Michael Way	\$15.60/hr
---	------------

Nate Severson 43 Union St.	\$15.50/hr
-------------------------------	------------

Gabriella Mancuso 50 Rovner Pl.	\$15.40/hr
------------------------------------	------------

Jessica Zittel 2988 Bley Rd, Eden	\$15.25/hr
--------------------------------------	------------

Maggie Zittel 2988 Bley Rd. Eden	\$15.00/hr
-------------------------------------	------------

Bryce Terry 42 Oakhill Drive.	\$14.90/hr
----------------------------------	------------

**MOTIONS  
REGULAR MEETING**

Taylor Sullivan \$14.75/hr  
2285 Hobblebush Ln.

Evan Sullivan \$14.75/hr  
2285 Hobblebush Ln.

Maeve Lickfeld \$14.75/hr  
121 Choate Ave.

Anna Reukauf \$14.75/hr  
4933 Brenner Dr.

Kay Lindstrom \$14.75/hr  
8355 Holly Hill Ct. 14057

Katherine Holmes \$14.75/hr  
149 Sunset Dr.

Addison Kumeiga \$15.10/hr  
6346 White Oak Way 14085

Dominic Buczkowski \$15.15/hr  
8702 Park Dr.

**POOL STAFF: (NON-LIFEGUARDS)**

Anderson Smith \$15.30/hr  
47 Dudley Ave.

Mitch McDonnell \$15.20/hr  
6518 Old East Eden Rd.

**BEAUTIFICATION/GARDENING/WATERING**

Daniel Fisher \$19.00/hr  
161 Meadow Run

AYES:

NAYS:

3. **MOTION** by Deputy Mayor Gaughan, seconded by Trustee \_\_\_\_\_, that the Village Recreation Commission recommends that the Board approve the salary for the following Recreation Attendant Regular Part Time effective June 1, 2024:

**YOUTH CENTER CUSTODIAN**

David Haeick \$20.40/hr  
214 Maple

AYES:

NAYS:

**MOTIONS**  
**REGULAR MEETING**

4. **MOTION** by Trustee Hackathorn, seconded by Trustee \_\_\_\_\_, to establish a Recreation Program Reserve account A.0878. The use of these reserve funds are limited to expenses related to recreational programs within the Village of Hamburg.

AYES:

NAYS:

5. **MOTION** by Deputy Mayor Gaughan, seconded by Trustee \_\_\_\_\_, to adopt a change to the Village Policies as Adopted by the Board of Trustees to include a new reserve account listed under Reserve Fund Policies. The Reserve Fund Policies will now include a new reserve fund titled *Recreation Program Reserve*. The use and purpose of the reserve fund is described below:

**RESERVE FUND POLICIES**  
(Replaced May 17, 2004)

**LEGISLATIVE INTENT** - Pursuant to applicable state law, the village is authorized to establish and maintain certain reserve funds to assist with the fiscal management of village operations. Reserve funds have different purposes depending on the specific reserve fund. The specific purposes and restrictions for each fund are noted under that specific fund.

The Clerk-Treasurer is authorized to invest from time to time the moneys deposited in the reserve funds. No expenditures from the reserve funds shall be made without the expressed authorization of the Board of Trustees.

***RECREATION PROGRAM RESERVE*** – Established May 20<sup>th</sup>, 2024 to establish Recreation Program Reserve, for the purpose of financing all or a part of any future expenditures made in connection with and to the Village of Hamburg Recreation programs.

AYES:

NAYS:

6. **MOTION** by Trustee Park, seconded by Trustee \_\_\_\_\_, to authorize Mayor Thomas P. Tallman to sign the *Consulting Agreement*, by and between the Village of Hamburg and Patrick J. Healy, Computer System Consultant, for a term beginning on June 1, 2024 and ending on May 31, 2025.

AYES:

NAYS:

7. **MOTION** by Trustee Park, seconded by Trustee \_\_\_\_\_, to authorize Mayor Thomas P. Tallman to sign the *Memorandum of Understanding* by and between the Village of Hamburg and Kimberly A. Bourke, Community Liaison, for a term beginning on June 1, 2024 and ending on May 31, 2025.

AYES:

NAYS:

**MOTIONS**  
**REGULAR MEETING**

8. **MOTION** by Trustee Davis, seconded by Trustee \_\_\_\_\_, to accept, with regret, the resignation of Laurie Felice as a School Crossing Guard PT in the Police Department, effective April 24, 2024.

AYES:  
NAYS:

9. **MOTION** by Trustee Davis, seconded by Trustee \_\_\_\_\_, to hold a public hearing at 7:00 p.m. on Monday, \_\_\_\_\_ at Village Hall, 100 Main Street, Hamburg, NY to take and hear comments regarding a proposed development site plan for 345 Buffalo Street.

AYES:  
NAYS:

10. **MOTION** by Trustee Davis, seconded by Trustee \_\_\_\_\_, to recommend that the Village Board approve Site Plan Application #2024-00759 for roof top patio and outdoor patio at 7 Buffalo Street, Mister Sizzle's Hamburg LLC , Village Center Commercial, as presented by property owner John Brokx and Casey Casas of Mister Sizzle. A new interior stair case will be added as additional access to the roof which will include a bar and 6-8 tables. The ground level outdoor patio will be fenced with planter boxes as anchors on the south side of the building. Said application having been reviewed by the Planning Commission at their meeting of May 14, 2024, and the Planning Commission having made a recommendation to this Board that said application be approved, and this Board having reviewed said application, the Board of Trustees hereby APPROVES Site Plan Application #2024-00759 for roof top patio and an outdoor patio at 7 Buffalo Street, Mister Sizzle's Hamburg LLC as recommended by the Planning Commission.

AYES:  
NAYS:

11. **MOTION** by Trustee Hackathorn, seconded by Trustee \_\_\_\_\_, to authorize the payment of the Village of Hamburg Accounts for the period ending May 20, 2024.

AYES:  
NAYS: