



**WORK SESSION AGENDA
FEBRUARY 5, 2024**

MAYOR'S REPORT

CODE ENFORCEMENT – SCOTT COURTEAU

FIRE DEPARTMENT – CHIEF MOSES

COMMUNITY LIAISON – KIM BOURKE

VILLAGE ADMINISTRATOR COZZA

TRUSTEE GAUGHAN

- A) Hamburg 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

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 FEBRUARY 5, 2024

1. PLEDGE OF ALLEGIANCE
2. ROLL CALL
3. APPROVE THE MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES HELD ON TUESDAY, JANUARY 16, 2024.
4. CHARACTER COUNCIL OF WNY: The virtue for February is Self-Control. Self-Control is being mindful of my thoughts, feelings and behaviors and exhibiting restraint to yield a better outcome.
5. PUBLIC EXPRESSION
6. CORRESPONDENCE
 - A) Hamburg Music Festival Committee re: request to hold the Hamburg Music Festival in Memorial Park on Saturday, May 18, 2024
 - B) Village Engaged re: request to hold the Pride in the Park event on Sunday, June 9, 2024
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 Tuesday, January 16, 2024.

AYES:
NAYS:

2. **MOTION** by Trustee Hackathorn, seconded by Trustee _____, to transfer \$65.00 from A.2770 Miscellaneous Revenue into the Police Equipment Reserve A.0878. This money was collected by the Police Department for copy fees in January 2024.

AYES:
NAYS:

3. **MOTION** by Trustee Hackathorn, seconded by Trustee _____, to authorize Mayor Thomas P. Tallman to execute an agreement with Colliers Engineering and Design, in an amount not to exceed \$15,970, for professional services to update the Village's Design Standards document. Amount to be charged to account A.1010.451 Consultant.

AYES:
NAYS:

4. **MOTION** by Trustee Hackathorn, seconded by Trustee _____, to hold a public hearing on Monday, March 4, 2024 at 7:00 p.m. at Village Hall, 100 Main Street, Hamburg, NY to take and hear comments relative to the Tentative 2024-2025 Budget as proposed by the Board of Trustees of the Village of Hamburg. A copy of the proposed tentative budget will be available in the Clerk-Treasurer's Office, 100 Main Street, Hamburg, NY, Monday thru Friday between the hours of 8:30 a.m. – 4:30 p.m. beginning Wednesday, February 21, 2024.

AYES:
NAYS:

Sealed bids for the Village Community Hub Project were received on notice published in The SUN on December 15, 2023 and publicly opened in the Clerk-Treasurer's office, Village Hall, 100 Main Street, Hamburg, NY by Village Engineer Dave Britton and Village Administrator Jason Cozza on January 19, 2024.

The results of each bid follows:

	<u>Base Bid</u>	<u>Alt. Bid</u>	<u>Total</u>
Allgaier Construction Corp.	\$ 1,302,000.00	\$31,000.00	\$1,333,000.00
Lake Site Contracting, Co., Inc.	\$ 1,414,245.90	\$40,100.00	\$1,454,345.90
Louis Del Prince & Sons, Inc.	\$ 1,566,010.00	\$27,000.00	\$1,593,010.00

5. **MOTION** by Deputy Mayor Gaughan, seconded by Trustee _____, to award the contractor bid and alternate bid for the Village Community Hub Project to Allgaier Construction Corporation, 10080 County Road, Clarence Center, NY 14032, at their total low bid price of \$1,333,000.00.

AYES:
NAYS:

MOTIONS
REGULAR MEETING

6. **MOTION** by Deputy Mayor Gaughan, seconded by Trustee _____, to approve a request by the Hamburg Music Festival to hold the 14th Annual Music Festival in Memorial Park on Saturday, May 18, 2024 from 2:00 p.m. to 10:00 p.m., with setup on Friday, May 17, 2024 and tear down on Sunday, May 19, 2024 subject to the submission of a completed *Facility Use Application* and *Agreement* and the appropriate insurance.

AYES:

NAYS:

7. **MOTION** by Deputy Mayor Gaughan, seconded by Trustee _____, to appoint Bernadine Magney, 58 Linwood Avenue, Hamburg, NY to the position of Secretary to the Mayor, at a salary of \$46,624. Said appointment is retroactive to August 1, 2023.

AYES:

NAYS:

8. **MOTION** by Trustee Park, seconded by Trustee _____, to appoint Sarah Takas and Ryan Bonetto as Alternate Election Inspectors for the Village Election to be held on Tuesday, March 19, 2024.

AYES:

NAYS:

9. **MOTION** by Trustee Park, seconded by Trustee _____, to accept an audit conducted by Allied CPAs PC, of the Village of Hamburg Justice Court for the year ended May 31, 2023. The Financial Statements with Independent Auditor's Report has been filed in the Clerk-Treasurer's office where it is available as a public record for inspection by all interested persons.

AYES:

NAYS:

10. **MOTION** by Trustee Park, seconded by Trustee _____, to approve the following resolution:

Be it resolved that Jason T. Cozza, Village Administrator/Clerk-Treasurer and Mary B. McKee, Deputy Clerk of the Village of Hamburg are hereby authorized to enter orders to purchase, sell or sell short securities of every kind and description for and on behalf of this organization, and sell, assign, and endorse or transfer certificates representing stocks, bonds, or other securities registered in the name or for the account of this government entity. This authorization shall remain in full force and effect, and you may continue to rely on this authorization until such time as you receive written notice of its termination or modification.

This authorization is given regarding any signatures needed on correspondence and associated paperwork with the investment firm of LPL Financial as it relates to the Hamburg Volunteer Fire Department, Inc. Service Award Program.

AYES:

NAYS:

MOTIONS
REGULAR MEETING

11. **MOTION** by Trustee Davis, seconded by Trustee _____, to approve a request by Village Engaged to hold a *Pride in the Park* event on Sunday, June 9, 2024 from 11:00 a.m. to 5:00 p.m. Approval is subject to the applicant providing a *Facility Use Application* and *Agreement* and the appropriate insurance.

AYES:

NAYS:

12. **MOTION** by Trustee Davis, seconded by Trustee _____,

WHEREAS, the Hamburg Volunteer Fire Department has made a request to the Village of Hamburg to sell the 1997 Simon-Duplex Rescue Truck, Vehicle #7, for a nominal consideration:

The Board having determined as follows:

That said 1997 Simon-Duplex Rescue Truck was originally purchased by the Hamburg Volunteer Fire Department and donated to the Village of Hamburg;

The Village of Hamburg pursuant to Chapter 889 of the Laws of the State of New York 1969 hereby sells and delivers to the Hamburg Volunteer Fire Department, Inc. said 1997 Rescue Truck for a nominal consideration.

AYES:

NAYS:

13. **MOTION** by Trustee Davis, seconded by Trustee _____, to recommend the Village Board approve the Application for Certificate of Compliance for building design standards for a change in previously approved signage at *Buffalo Bros. Burgers*, 180 Buffalo Street. The four (4) signs proposed for the multi-tenant building will consist of white PVC backing, and plexiglass bump out with black die cut letters. Accent lights under the gable with linear LED wall wash will remain the same. Said application having been reviewed by the Architectural Review Committee (ARC) at their meeting of January 23, 2024, and the Architectural Review Committee 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**: the Application for Certificate of Compliance for building design standards for a change in signage at 180 Buffalo Street, as recommended by the Architectural Review Committee.

AYES:

NAYS:

14. **MOTION** by Trustee Hackathorn, seconded by Trustee _____, to authorize the payment of the Village of Hamburg Accounts for the period ending February 5, 2024.

AYES:

NAYS: