# Agenda

## Brad M. Rybczynski Town Clerk

## Town Board of the Town of Hamburg

## June 16, 2025

1. **Roll Call**

2. **Pledge of Allegiance**

3. **Minutes of Previous Meeting**
   RESOLVED, that the Town Board does hereby approve the minutes of the previous meeting as follows:

   3.10.25 Town Board Regular Meeting

4. **Agenda Items**

**4.1. Public Hearing Proposed Local Law #3, 2025- Code Amendments**

**4.2. Youth, Recreation & Senior Services – Out of Town Travel Request**

**4.3. Recreation Budget Amendment – Tennis Grant**

**4.4. Blasdell CDBG Bid**

**4.5. Nike Base Concession and Restroom Change Order**

**4.6. Bid Opening Date Extension- Community Senior Center**

**4.7. Arena Phase 4 Abatement Air Monitoring**

**4.8. Summer Voucher Approvals**

**4.9. PAF - Youth, Recreation & Senior Services**

**4.10. Taylor Road Alcohol Waiver Request**

**4.11. Deer Springs Part 3 Phase 3 Streetlight Acceptance PIP 1089**

**4.12. Town Hall Renovation Abatement Change Order**

**4.13. Budget Amendment – Recognition of ARPA Funds Expended in Q1 2025**

**4.14. Budget Amendment — Recognition of Body-Worn Camera Grant Expenditures (GR-020)**

**4.15. Budget Adjustments**

**4.16. Budget Amendment — Recognition and Appropriation of Donation**

**4.17. Budget Reallocation**

**4.18. Resolution to Amend the 2024 Budget-Critical Infrastructure Protection Grant**

**4.19. B&G PAF**

**4.20. B&G Revenue Account Transfer**

**4.21. Hamburg Police Department Community Enforcement Initiative**

**4.22. Nike Base Soccer Field Restroom Site & Utility Work - Substantial Completion**

**5. Public Comment**

**6. Meeting is adjourned by Supervisor**

**Town Board of the Town of Hamburg**
**June 16, 2025 Meeting**

**4.1.** Public Hearing Proposed Local Law #3, 2025- Code Amendments

LEGAL NOTICE TOWN OF HAMBURG

NOTICE OF PUBLIC HEARING

PLEASE TAKE NOTICE that there has been presented to the Town Board on May 19, 2025, pursuant to the Municipal Home Rule Law, a proposed local law, to be known as proposed local law 3, 2025; said local law provides for amendments to the Hamburg Town Code, Chapter 280, entitled "Zoning". The proposed amendments are in accordance with the recommendations of the Town of Hamburg Code Review Committee. The amendments can be described as follows:

-Amend Chapter 280, Article XLV (Zoning Board of Appeals), by amending § 280-17, entitled "Procedures".

-Amend Article XXXV (Site Requirements for Off-Street Parking Spaces), by amending § 280-235 entitled "Setback".

-Amend Chapter 280, Article LVII (MU1 Mixed-Use District 1), by amending § 280-407 "Permitted Uses", § 280-408 "Prohibited Uses", § 280-409 "Bulk requirements", and § 280-410 entitled "Off street parking; signs".

-Amend Chapter 280, Article LIX (Adult-Use Cannabis), by amending § 280-422 "Definitions", § 280-424 "Permitting requirements for adult-use cannabis retail dispensaries", and § 280-426 "Permitting requirements for microbusinesses".

-Remove Article XXIII (Southern Hamburg Overlay District) in its entirety.

A detailed copy of the proposed amendments will be available, for public review, during regular business hours at the following 2 locations:

HAMBURG TOWN HALL

Town Clerk's Office/upper level **and** Planning Department/lower level)

6100 South Park Avenue

Hamburg, New York 14075

And on the Town of Hamburg's website: **www.townofhamburgny.**gov Click on Legal Notices & Bid

THEREFORE, pursuant to the statutes and the provisions of the Municipal Home Rule Law, the Town Board of the Town of Hamburg will hold a public hearing on June 16, 2025, at 7:00 p.m. (local time), at which time all interested persons may be heard.

Dated: May 19, 2025

Brad M. Rybczynski

Hamburg Town Clerk

**4.2.** Youth, Recreation & Senior Services – Out of Town Travel Request

WHEREAS, CADCA is holding a Mid-Year Training Institute in Nashville, TN July 20-24, 2025, where professionals from across the substance use prevention field come together for hands-on workshops to learn the latest cutting-edge strategies, best practices, and innovative solutions to common challenges, and

WHEREAS, the Town of Hamburg Youth, Recreation and Senior Services Department oversees the Hamburg Healthy Alliance committee, focused on preventing and reducing substance use among youth, and

WHEREAS, Nicole Dayka has received a full scholarship to attend the CADCA Mid-Year Training Institute, covering registration, hotel accommodations, flights, and meals.

NOW, THEREFORE BE IT RESOLVED, the Town Board authorizes Nicole Dayka, Youth-at-Risk Coordinator and Hamburg Healthy Alliance administrator, to attend the conference, at no cost.

**4.3.** Recreation Budget Amendment – Tennis Grant

WHEREAS, a check for $2,500.00 was received by the Youth, Recreation & Senior Services Department from the United States Tennis Association as a grant for Town of Hamburg Youth, Recreation & Senior Services Tennis Programs.

NOW, THEREFORE BE IT, RESOLVED, that the Town Board does hereby authorize a budget amendment in 2025 to increase the appropriate expenditure lines to be used for future program needs.

Transfer $2,500.00 from A.2001.15 (Tennis) to A.7310.0412 (Recreation Supplies).

**4.4.** Blasdell CDBG Bid

WHEREAS, the Town of Hamburg authorized the annual Community Development Block Grant (CDBG) agreement with the Village of Blasdell on June 2, 2025, and

WHEREAS, the Village of Blasdell will utilize 2025 CDBG funding for infrastructure reconstruction on Salisbury Avenue within a HUD Target area.

NOW THEREFORE BE IT RESOLVED that the Hamburg Town Board authorizes the Department of Community Development to advertise the bid for the purpose of completing the 2025 Village of Blasdell CDBG infrastructure project on Salisbury Avenue.

**4.5.** Nike Base Concession and Restroom Change Order

**WHEREAS,** the Town Nike Base Recreation Area has been awarded funding from Erie County through ARPA and allocated those funds to install a new concession and restroom facility by the soccer fields, and

**WHEREAS,** the Town Board previously approved the building order for a seasonal building only, and

**WHEREAS**, it is the Town's goal to have a year-round usable building, and the proposed building will need insulation and heating; and

**WHEREAS**, Sourcewell Purchasing Cooperative has a contract with CXT Precast Concrete Products, contract #081721-CXT, to supply and install a new Precast concrete Concession and Restroom building and has provided a change order for the insulation and heating,

**BE IT RESOLVED**, that the Town Supervisor is authorized to sign the change order form with CXT Concrete solutions, for $21,000.00;

Funds available in H.21.7185.0303

**ATTACHMENTS:**

06-16-25 Change Order CXT 456935 CO.pdf

606 N. Pines Road, Suite 202
Spokane Valley, WA 99206
800.696.5766

# CHANGE ORDER

| | |
|---|---|
| Customer: | Town of Hamburg |
| Project/SOA: | 456935 |
| Date: | June 6, 2025 |

| Description | Price |
|---|---|
| Add Heating & Insulation - $19,500.00<br><br>Revised Stamped Drawings - $1,500.00 | 21,000.00 |

| Additional Parts | Quantity | Price |
|---|---|---|
| | | |
| | | |
| | Tax: | |
| | Total: | $21,000.00 |

CXT Incorporated
*a subsidiary of L.B. Foster Company*

By

William Kelley

Digitally signed by: William Kelley
DN: CN = William Kelley email = DKelley@lbfoster.com OU = zzFOSTER, SPA
Date: 2025.06.06 10:49:58 -07'00'

CXT Sales Representative Date

The above change order is satisfactory and hereby accepted and are subject to the conditions below.

Accepted this day of 20

Town of Hamburg Customer Name

Signature Date

CXT® Precast Concrete Products manufactures restroom, shower and concession buildings in multiple designs, textures and colors. The roof and walls are fabricated with high strength precast concrete to meet all local building codes and textured to match local architectural details. All CXT buildings are designed to meet A.D.A. and to withstand heavy snow, high wind and category E seismic loads. All concrete construction also makes the buildings easy to maintain and withstand the rigors of vandalism. The buildings are prefabricated and delivered complete and ready-to- use, including plumbing and electrical where applicable. With thousands of satisfied customers nationwide, CXT is the leader in prefabricated concrete restrooms.

1. ORDERING ADDRESS(ES): CXT Precast Concrete Products, 606 N. Pines Road, Suite 202, Spokane Valley, WA 99206
2. ORDERING PROCEDURES: Fax 509-928-8270
3. PAYMENT ADDRESS(ES):
   **Remitting by check:** CXT, Inc., PO Box 676208, Dallas, TX 75267-6208
   **Remitting by ACH or wire transfer:** Beneficiary: CXT, Inc.
   Beneficiary Bank: PNC Bank, Pittsburgh, PA
   Account: 1077766885 ABA/Routing: 043000096
   Email remittance details to AR@lbfoster.com
4. WARRANTY PROVISIONS: CXT provides a one (1) year warranty. The warranty is valid only when concrete is used within the specified loadings. Furthermore, said warranty includes only the related material necessary for the construction and fabrication of said concrete components. All other non-concrete components will carry a one (1) year warranty. CXT warrants that all goods sold pursuant hereto will, when delivered, conform to specifications set forth above. Goods shall be deemed accepted and meeting specifications unless notice identifying the nature of any non-conformity is provided to CXT in writing within the specified warranty. CXT, at its option, will repair or replace the goods or issue credit for the customer provided CXT is first given the opportunity to inspect such goods. It is specifically understood that CXT's obligation hereunder is for credit, repair or replacement only, F.O.B. CXT's manufacturing plants, and does not include shipping, handling, installation or other incidental or consequential costs unless otherwise agreed to in writing by CXT.

   This warranty shall not apply to:

   1. Any goods which have been repaired or altered without CXT's express written consent, in such a way as in the reasonable judgment of CXT, to adversely affect the stability or reliability thereof;
   2. To any goods which have been subject to misuse, negligence, acts of God or accidents; or
   3. To any goods which have not been installed to manufacturer's specifications and guidelines, improperly maintained, or used outside of the specifications for which such goods were designed.

5. TERMS AND CONDITIONS OF INSTALLATION (IF APPLICABLE): All prices subject to the "Conditions of Sale" listed on the CXT quotation form.

   Customers are responsible for marking exact location building is to be set; providing clear and level site, free of overhead and/or underground obstructions; and providing site accessible to normal highway trucks and sufficient area for the crane to install and other equipment to perform the contract requirements. Customer shall provide notice in writing of low bridges, roadway width or grade, unimproved roads or any other possible obstacles to access. CXT reserves the right to charge the customer for additional costs incurred for special equipment required to perform delivery and installation. Customers will negotiate installation on a project-by-project basis, which shall be priced as separate line items. For more information regarding installation and truck turning radius guidelines please see our website at http://www.cxtinc.com.

   In the event delivery of the building/s ordered is/are not completed within 30 days of the agreed to schedule through no fault of CXT, an invoice for the full contract value (excluding shipping and installation costs) will be submitted for payment. Delivery and installation charges will be invoiced at the time of delivery and installation.

   Should the delivery and installation costs increase due to changes in the delivery period, this increase will be added to the price originally quoted, and will be subject to the contract payment terms.

   In the event that the delivery is delayed more than 90 days after the agreed to schedule and through no fault of CXT, then in addition to the remedies above, a storage fee of 1-½% of contract price per month or any part of any month will be charged.

   **Customer is responsible for all local permits and fees.

6. DELIVERY CHARGE: All prices F.O.B. origin prepaid and added to invoice. CXT operates three (3) manufacturing plants in the United States and will deliver from the closest location on our carriers.
7. PAYMENT TERMS: All orders are cash in advance. At CXT's discretion, credit may be given after approval of credit application. Payment to CXT by the purchaser of any approved credit amount is net 30 days after submission of invoice to purchaser. Interest at a rate equal to the lower of (i) the highest rate permitted by law; or (ii) 1.5% per month will be charged monthly on all unpaid invoices beginning with the 35th day (includes five (5) day grace period) from the date of the invoice. Under no circumstance can retention be taken. If CXT initiates legal proceeding to collect any unpaid amount, purchaser shall be liable for all of CXT's costs, expenses and attorneys' fees and costs of any appeal.
8. LIMITATION OF REMEDIES: In the event of any breach of any obligations hereunder; breach of any warranty regarding the goods, or any negligent act or omission of any party, the parties agree to submit all claims to binding arbitration. Any settlement reached shall include all reasonable costs including attorney fees. In no event shall CXT be subject to or liable for any incidental or consequential damages. Without limitation on the foregoing, in no event shall CXT be liable for damages in excess of the purchase price of the goods herein offered.
9. DELIVERY INFORMATION: All prices F.O.B. origin prepaid and added to invoice. CXT operates three (3) manufacturing plants in the United States and will deliver from the closest location on our carriers. Use the information below to determine the origin:
   - F.O.B. 6701 E. Flamingo Avenue, Building 300, Nampa, ID 83687 applies to: AK, CA, HI, ID, MT, ND, NV, OR, SD, UT, WA, WY.
   - F.O.B. 901 North Highway 77, Hillsboro, TX 76645 applies to AR, AZ, CO, IA, KS, LA, MN, MO, MS, NE, NM, OK, TX.
   - F.O.B. 362 Waverly Road, Williamstown, WV 26183 applies to AL, CT, DE, FL, GA, IL, IN, KY, MA, MD, ME, MI, NC, NH, NJ, NY, OH, PA, PR, RI, SC, TN, VA, VT, WI, WV.
   - Prices exclude all federal/state/local taxes. Tax will be charged where applicable if customer unable to provide proof of exemption.

**4.6.** Bid Opening Date Extension- Community Senior Center

**WHEREAS** the Town of Hamburg passed a resolution to advertise the bid for the construction of a new Community Senior Center at Town Recreational Property located at 2982 Lakeview Road, and

**WHEREAS**, due to deadlines for posting on the NYS Contract Reporter, the Town must move the bid opening from June 27 to June 30, 2025, at 11:30 AM via addendum to the bid documents;

**BE IT RESOLVED,** that Sealed separate bids will be received at Hamburg Town Hall, Town Clerk's Office, 6100 South Park Ave, Hamburg, New York, 14075 and said bid will be publicly opened and read aloud on **Monday, June 30, 2025, in Conference Room 7 A/B (downstairs) at 11:30 AM**.

**4.7.** Arena Phase 4 Abatement Air Monitoring

**WHEREAS,** the Town of Hamburg recently award the work for the Ice Rink Renovations Phase 4 Project, and

**WHEREAS,** during hazardous material abatement, the owner must provide third party air monitoring to ensure the safety of the workers, staff and all other users of the building; and

**WHEREAS**, Engineering obtained two cost quotes on the work and Paradigm Environmental Services was the lower quote for air monitoring for $5,210.

**THEREFORE BE IT RESOLVED,** that the Town Board authorizes the supervisor to sign the proposal from Paradigm Environmental Services.

Funds available in H.111.7185.0303

**ATTACHMENTS:**

06-16-25 Paradigm air monitoring 2982 Lakeview Road.pdf

PARADIGM
ENVIRONMENTAL SERVICES, INC.

WWW.PARADIGMENV.COM

1430 B Millersport Hwy Williamsville, New York 14221 OFFICE: 716-775-5777 TOLL FREE: 800-724-1997

May 14, 2025

Ms. Camie Jarrell
Town of Hamburg
6100 South Park Avenue
Hamburg, NY 14075

**Re: Asbestos Air/Project Monitoring at Town of Hamburg Arena 2982 Lakeview Road Hamburg NY 14075 per CAYSEA Schedule 2 Large Projects 8 Days 10 Days with Backgrounds/Finals**

Dear Ms. Jarrell,

Paradigm Environmental Services, Inc. proposes air sampling and laboratory analysis for an asbestos removal project located at the above-mentioned location. Paradigm's estimate is based upon the scope of work provided by CAYSEA.

Paradigm Environmental Services, Inc. hereby proposes to furnish all labor, supplies, materials, and equipment incidental to environmental consulting as required by and in strict accordance with all Federal, State, and Local regulations.

**SCOPE OF WORK**

Work in this contract is to include the following services:

* Air sampling, and laboratory analysis to fulfill the requirements of New York State Department of Labor (NYSDOL) Asbestos Industrial Code Rule 56, 12NYCRR 56.

* All air samples collected during the course of the project will be analyzed by Paradigm Environmental Services, Inc., a NYDOH/ELAP certified laboratory.

* Air sampling activities will be coordinated with the Contractor's schedule of abatement work.

* All air monitoring will be performed utilizing PCM with an option to utilize TEM after the approval from the Owner.

* Air sampling results generated by Paradigm Environmental Services, Inc. will be available to the Contractor and Owner for information and consideration within twenty-four hours after the completion of the sampling.

* Final air clearance sampling and analysis will be performed by Phase Contrast Microscopy (PCM) in accordance with Industrial Code Rule 56, Subparagraph 56-17.4 (d) upon conclusion of the asbestos abatement project. This air sampling monitoring will be conducted to establish that the Contractor has met the clearance criteria for airborne asbestos fibers.

* A complete record, certified by Paradigm Environmental Services, Inc., of all air sampling tests and results will be furnished to the Owner and Contractor within seven working days upon project completion.

**PROJECT BUDGET**

Paradigm's estimates to complete the air monitoring for this project is based upon the reported scope of work. Our breakdown is as follows:

| | Quantity | Rate $ | Total $ |
|---|---|---|---|
| PCM Air Sample Analysis | 112 | $10.00 | $1,120.00 |
| NYS Certified Air Monitor | 82 | $45.00 | $3,690.00 |
| NYS Certified Project Monitor 2 Large Project Visual Inspection | 8 | $50.00 | $400.00 |
| **Estimated Total** | | | **$5,210.00** |

***This proposal for air monitoring is an estimate based on standard abatement contractor's projections for the type of set-up and overall schedule. Actual on-site activities by the abatement contractor typically vary from initial projections. The final bill will reflect the work we are required by code to perform, to address the actual contractor activities.***

Paradigm appreciates this opportunity to provide you with our professional services. If you have any questions, please feel free to contact me at (716) 818-1313.

Sincerely, John Cygan

Client Approval:

_____

John Cygan
Director of Regional Project Management
Paradigm Environmental Services Inc.
(716) 818-1313 cell

**4.8.** Summer Voucher Approvals

**BE IT RESOLVED**, that the Town Board authorizes Supervisor, Catherine Rybczynski and Director of Finance, Pat Shea to review and release checks from 6/17/25 through 9/6/25 due to the reduced Town Board meeting schedule during the Summer Months.

**4.9.** PAF - Youth, Recreation & Senior Services

BE IT RESOLVED, that the Town Board approve the termination and hiring of personnel for the Youth, Recreation & Senior Services Department as follows:

**ATTACHMENTS:**

YRSS - PAF 6-16-25.pdf

## TOWN OF HAMBURG - PERSONNEL ACTION FORM

Date of Request: 6/12/25 Department: Youth, Recreation, Senior Services

Department Head Signature: _____

Supervisor Signature: _____ Date: _____

TOWN BOARD MEETING OF 6/16/25

PAGE 1 of 2

I request that a Town Board Resolution be adopted approving the following personnel action:

| # | Emp # | Employee Name | N or R | Position | Start date | Full time hourly rate | PT/Sea/temp hourly rate | Termination Date |
|---|---|---|---|---|---|---|---|---|
| 1 | 5279 | Helffenstein, Rachel | | Rec Attd-A7310-P/T | | | | 6/15/2025 |
| | 5279 | Helffenstein, Rachel | R | Rec Attd-A7310-Seas. | 6/16/25 | | $15.50 | |
| 2 | | Kennedy, Matthew | N | Rec Attd-A7182-Seas. | 6/17/25 | | $17.00 | |
| 3 | 3973 | Korabek, Mary Lou | | Rec Attd-A6780-P/T | | | $15.50 | 6/4/2025 |
| 4 | 5253 | Murphy, Colin | R | Rec Attd-A7184-Seas. | 6/17/25 | | $16.00 | |
| 5 | | Phillips, Asa | N | Lifeguard-A7180-Seas. | 6/17/25 | | $16.00 | |
| 6 | 5227 | Skoney, Dennis | | Rec Attd-A6772-Seas. | | | | 7/1/2025 |
| | 5227 | Skoney, Dennis | R | Rec Attd-A6772-P/T | 7/2/25 | | $16.25 | |
| 7 | 5324 | Utter, Thomas | R | Rec Attd-A7184-Seas. | 6/17/25 | | $15.50 | |
| 8 | | Davis, Colton | N | Lifeguard-A7180-Seas. | 6/17/25 | | $16.00 | |
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**4.10.** Taylor Road Alcohol Waiver Request

RESOLVED, that the Hamburg Town Board does hereby approve alcohol waivers for the August 2025

Taylor Road Cabin rentals are as follows:

8/1/25
8/2/25
8/3/25
8/3/25
8/8/25
8/9/25
8/10/25
8/13/25
8/15/25
8/16/25
8/17/25
8/22/25
8/23/25
8/24/25
8/29/25
8/30/25
8/30/25

**4.11.** Deer Springs Part 3 Phase 3 Streetlight Acceptance PIP 1089

**BE IT RESOLVED**, that the Town Engineer's report on the completion and acceptance of the DEER SPRINGS Part 3 Phase 3 street light installation work performed under Public Improvement Permit No. 1089 be received and accepted, and that the Supervisor is authorized to sign the report.

**BE IT FURTHER RESOLVED,** that the Town Board authorize National Grid to connect two (2) 29 Watt, 2,940 Lumen LED post top luminaires in accordance with the existing rate tariff, and

**BE IT FURTHER RESOLVED,** that two certified copies of this resolution be provided to the Engineering Department for transmittal to National Grid, and that this resolution becomes effective on the day the report is signed by the Supervisor.

**ATTACHMENTS:**

06-16-25 PIP 1089 Report on SL.pdf

Report on Public Improvements in
Deer Springs Part 3 Phase 3

Public Improvement Permit No. 1089 covering the installation of two (2) 29-Watt, 2,940 Lumen LED Post Top Luminaires, having been performed in Deer Springs Part 3 Phase 3 in accordance with the approved plans and under the inspection of the Engineering Department. As Engineer, I have inspected the same and have found it to be satisfactory and acceptable, and therefore recommend that the Town Board accept this public improvement.

Amount of Maintenance Bonds: $825.00

Developer: Marrano/Marc Equity Corporation

Said two-year maintenance bonds totaling: $825.00

Cover the above Public Improvement Permits.

Camie Jarrell, P.E. Town Engineer — Date 6/12/25

Ed Hughes, Town Highway Superintendent — Date

Kenneth Farrell, ESQ. Town Attorney — Date

Cathy Rybczynski, Town Supervisor — Date

**Town Board of the Town of Hamburg**
**June 16, 2025 Meeting**

**4.12.** Town Hall Renovation Abatement Change Order

**WHEREAS,** the Town authorized Jupiter Environmental Services Inc. to perform hazardous materials abatement and demolition in the old dispatch area of Town Hall, and

**WHEREAS,** once materials were removed, the contractor discovered additional pipe elbows wrapped in asbestos materials and provide a change order for the additional abatement of those materials.

**BE IT RESOLVED**, that the Town Supervisor is authorized to sign the change order form with Jupiter Environmental Services Inc., which after expenditure of the allowance will add $14,500 to the contract, and work to begin immediately.

Funds available in H.21.1620.0303

**ATTACHMENTS:**

DOC061225-001.pdf

JUPITER
ENVIRONMENTAL SERVICES, INC.
**26 Person Place, Rochester NY 14606**
**Tel: (585)935-7155 Fax: (585)486-1095**

5/30/2025

Town of Hamburg
Attn: Camie Jarrell

RE: Asbestos Abatement at Town of Hamburg

Dear Mrs. Jarell

Following is a Cost Proposal for additional asbestos abatement and disposal of TSI, from the first floor of Hamburg Town Hall. There are 8 locations (8 minor tents with elbows) to be removed. Price includes demolition part of plaster ceiling to get ACM materials.

The breakdown of cost is as follows:

8 (Minor tents) x $2,750.00
Total $22,000.00

If you have any questions, please feel free to call me.

Sincerely,
Z. Repic
Jupiter Environmental Services, Inc.

**4.13.** Budget Amendment – Recognition of ARPA Funds Expended in Q1 2025

WHEREAS, the Town of Hamburg has received funding through the American Rescue Plan Act (ARPA) to assist with eligible expenditures related to the public health emergency and recovery efforts; and

WHEREAS, ARPA funds were expended during the first quarter of fiscal year 2025 to support projects and services in accordance with the eligible uses outlined by the U.S. Department of the Treasury; and

WHEREAS, it is necessary to amend the 2025 Town Budget to recognize said expenditures and appropriate the funds accordingly.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Hamburg hereby authorizes the Finance Department to make the following budget amendment to reflect the use of ARPA funds during Quarter 1 of Fiscal Year 2025:

| Account Number | Amount Increase or (Decrease) |
|---|---|
| A.4089 | 420,024.03 |
| A.1345.460.403 | 21,996.00 |
| A.1620.303.403 | 26,500.00 |
| A.1690.207.403 | 830.76 |
| A.1690.423.403 | 36,623.35 |
| A.1989.440.403 | 75,000.00 |
| A.9950.975 | 245,575.87 |
| A.9901.900 | 13,498.05 |
| B.5031 | 13,498.05 |
| B.8020.456.403 | 13,498.05 |
| H108.5031 | 13,740.87 |
| H108.1440.456.403 | 13,740.87 |
| H109.5031 | 200,000.00 |
| H109.7310.303.403 | 200,000.00 |
| H119.5031 | 31,835.00 |
| H119.1490.440.403 | 31,835.00 |

**4.14.** Budget Amendment — Recognition of Body-Worn Camera Grant Expenditures (GR-020)

WHEREAS, the Town of Hamburg was awarded Grant funding through the Body-Worn Camera Grant Program (GR-020) to support the acquisition and implementation of body-worn cameras for the Town Police Department; and

WHEREAS, the Grant funds were received in 2023 and are available to cover eligible expenditures incurred during Fiscal Year 2024; and

WHEREAS, certain expenditures related to this Grant occurred during Fiscal Year 2024 and were not included in the adopted 2024 Town Budget; and

WHEREAS, it is necessary to amend the 2024 Town Budget to recognize the Grant revenue associated with these expenditures and to appropriate the corresponding budget authority.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Hamburg hereby authorizes the following budget amendment to properly record the Body-Worn Camera Grant activity in Fiscal Year 2024:

| Account | Description | Amount |
|---|---|---|
| B.0000.3089.0502 | State Aid — Other (Body-Worn Camera Grant) | $121,495.45 |
| B.3120.0411.0502 | Police Supplies (Body-Worn Camera Grant) | $121,495.45 |

**4.15.** Budget Adjustments

**WHEREAS,** the independent auditors have recommended that the Finance Department request a "blanket resolution" to allow for any budget adjustments that may be required for the closing of year end 2024 information;

**BE IT FURTHER RESOLVED,** that the Board authorizes the Finance Department to make the necessary budget adjustments and inter-fund transfers, and to furnish a copy of said adjustments to the Town Supervisor when completed.

**4.16.** Budget Amendment — Recognition and Appropriation of Donation

WHEREAS, the Town of Hamburg has received a monetary donation in the amount of $7,250.00 in the form of a check to support Town programs and services; and

WHEREAS, the use of this donation is intended to support activities within the Youth Recreation Department; and

WHEREAS, these funds were not included in the adopted Fiscal Year 2025 Town Budget, and it is necessary to amend the budget to recognize the donation and appropriate the funds accordingly.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Hamburg hereby accepts the donation with gratitude and authorizes the following budget amendment to reflect the receipt and use of the donated funds:

| Account | Description | Amount |
|---|---|---|
| A.2705 | Gifts & Donations | $7,250.00 |
| A.7310.440 | Youth Recreation – Contracted Services | $7,250.00 |

BE IT FURTHER RESOLVED, that the Finance Department is authorized to make the necessary budget amendment to implement this resolution in accordance with applicable Town policies and the donor’s intent.

**4.17.** Budget Reallocation

WHEREAS, the Town of Hamburg 2025 Adopted Budget includes funds allocated to account A.7020.0478, which were specifically budgeted to support the lease and relocation of the Senior Community Center, and

WHEREAS, the Senior Community Center Relocation Project is being administered as a Capital Fund Project (H112), and it has been determined that said funds must be reallocated to Capital Fund H112, account H112.7020.0478.0000, to properly account for project-related expenses, and

WHEREAS, this reallocation of funds will ensure appropriate financial tracking and management in alignment with the Town's accounting standards, and is in the best interest of the Town for the efficient execution of this important community project,

NOW, THEREFORE, BE IT RESOLVED, that the Hamburg Town Board hereby authorizes the transfer of $120,000.00 from A.7020.0478.0000 to H112.7020.0478.0000 for the purpose of supporting the Senior Community Center Relocation Project, and

BE IT FURTHER RESOLVED, that the Town Finance Department is hereby authorized and directed to make the necessary entries in the Town's financial records to effectuate this transfer and ensure proper tracking, reporting, and compliance with applicable accounting standards

**4.18.** Resolution to Amend the 2024 Budget-Critical Infrastructure Protection Grant

WHEREAS, the Town of Hamburg previously received Critical Infrastructure Protection Grant revenue from the New York State Division of Homeland Security and Emergency Services (DHSES) in the total amount of **$18,000**, and

WHEREAS, the Town Board previously authorized the use of these funds for the purchase of equipment through the Emergency Management and Information Technology Department, and

WHEREAS, the equipment has been purchased, and the grant funds have been received, but the corresponding revenue and expense were not reflected in the adopted 2024 Budget, and

WHEREAS, it is now necessary to amend the 2024 Budget to properly recognize the revenue received and the related expenditures incurred,

NOW, THEREFORE, BE IT RESOLVED, that the Town Board hereby amends the 2024 Budget as follows to account for the grant revenue and the related expenditures already completed:

| Account Code | Description | Original Budget | Increase | Amended Budget |
|---|---|---|---|---|
| A.0000.4389.0000 | State Aid - Other Public Safety | $0 | $4,000 | $4,000 |
| A.8760.0201.0000 | Machinery & Equipment | $15,000 | $4,000 | $19,000 |
| B.0000.4389.0000 | State Aid - Other Public Safety | $0 | $14,000 | $14,000 |
| B.8760.0201.0000 | Machinery & Equipment | $0 | $14,000 | $14,000 |

BE IT FURTHER RESOLVED that the Finance Office is authorized to make the necessary budget modifications in the Town's financial system to reflect this budget amendment and to ensure the proper accounting of the grant revenue and related expenditures.

**4.19.** B&G PAF

**BE IT RESOLVED**, that the Town Board approves the termination and hiring of the following employees in Buildings & Grounds.

**ATTACHMENTS:**

DOC061225.pdf

## TOWN OF HAMBURG - PERSONNEL ACTION FORM

Department- Buildings & Grounds

Department Head Signature _____

Supervisor Signature _____ Date 6/12/25

TOWN BOARD MEETING OF JUNE 16, 2025

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I request that a Town Board Resolution be adopted approving the following personnel action:

| # | Emp # | Emp Name | N or R | Position | Start date | Full time hrly rate | PT/Sea/temp hrly rate | Term date |
|---|---|---|---|---|---|---|---|---|
| 1 | | Sean Hoelscher | N | Seasonal Laborer/A.7140.102 | 6/19/2025 | | $16.00 | |
| 2 | 5331 | Brycen Roberts | | PT Laborer/A.7140.102 | | | | 6/19/2025 |
| 3 | 5331 | Brycen Roberts | R | Seasonal Laborer/A.7140.102 | 6/20/2025 | | $16.00 | |
| 4 | 5327 | Tom Rogers | | PT Laborer/A.7140.102 | | | | 6/19/2025 |
| 5 | 5327 | Tom Rogers | R | Seasonal Laborer/A.7140.102 | 6/20/2025 | | $16.00 | |
| 6 | 5265 | Aiden O'Brien | | PT Laborer/A.7185.102 | | | | 6/5/2025 |
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**4.20.** B&G Revenue Account Transfer

**WHEREAS,** the Buildings & Grounds Department received a check from USAA for $534.20 for street sign property damage liability claim, and

**THEREFORE BE IT RESOLVED,** the Town Board approves funds in the amount of $534.20 to be deposited into Revenue Account DB.2680 and transferred to account DB.5110.205 for the street sign repair.

**4.21.** Hamburg Police Department Community Enforcement Initiative

WHEREAS, the U.S. Department of Justice, Office of Community Oriented Policing Services is seeking applications for a competitive grant for funding for the FY25 COPS Hiring Program (CHP) to further the goal of advancing public safety, and

WHEREAS, the 2025 COPS Hiring Grant would provide $125,000 over a three year period toward the hiring of each new officer, and

WHEREAS, the Town of Hamburg has recently experienced an increase in the need for police traffic and enforcement services,

NOW THEREFORE BE IT RESOLVED, the Hamburg Town Board authorizes EECG Consulting, in consultation with Hamburg Police Chief Peter Dienes, to prepare and submit a grant application to the US Department of Justice on behalf of the Town of Hamburg, and

BE IT FURTHER RESOLVED THAT, if the grant is awarded, the Town of Hamburg Police Department will incorporate any additional costs in their respective year fiscal budget and EECG Consulting will manage the grant on behalf of the Town of Hamburg.

**4.22.** Nike Base Soccer Field Restroom Site & Utility Work - Substantial Completion

**WHEREAS,** the Town of Hamburg awarded a contract to **Highland Acres Landscaping, Inc.** for Site Work and Utility Work related to the concession and restroom facility project, and

**WHEREAS**, the Town Engineering Department completed a final walk-through inspection on 06/11/2025; and

**WHEREAS**, all work has been substantially completed per the contract documents.

**NOW THEREFORE BE IT RESOLVED** the Town Board authorizes the Supervisor to sign the Certificate of Substantial Completion dated 06/17/25 and release project retainage.