

# **Agenda**

**Brad M. Rybczynski Town Clerk**

**Town Board of the Town of Hamburg**

**January 5, 2026**

- 1. Roll Call**
- 2. Pledge of Allegiance**
- 3. Minutes of Previous Meeting**
- 4. Agenda Items**
  - 4.1. Rules of Order**
  - 4.2. Appointment of Town Attorneys**
  - 4.3. Deputy Supervisor**
  - 4.4. Supervisor's Office Appointments**
  - 4.5. Official Newspapers**
  - 4.6. Public Employee Dishonesty and Faithful Performance Bond**
  - 4.7. Appointing Authority**
  - 4.8. Temporary Emergency Personnel**
  - 4.9. Temporary Deposit Accounts**
  - 4.10. Depositories of the Town of Hamburg**
- 4.11. Bank or Trust Companies**
- 4.12. Authorization to Sign Purchase Orders**
- 4.13. Financial Policies**
- 4.14. Standard Workday**
- 4.15. Military Leave**
- 4.16. Meal Expenses**

- 4.17.Mileage Rate**
- 4.18.Highway Expenditure**
- 4.19.Expenditure of Highway Moneys**
- 4.20.Deputy Highway Superintendent**
- 4.21.Buildings and Grounds Deputy**
- 4.22.Deputy Town Clerk Appointments**
- 4.23.Registrar of Vital Statistic**
- 4.24.Tax Collector**
- 4.25.FOIL Officer**
- 4.26.FOIL Appeals Officer**
- 4.27.Appointment-Town Historian**
- 4.28.Housing Discrimination Officer**
- 4.29.Marriage Officers**
- 4.30.Emergency Management Committee**
- 4.31.Clerk to Judge Appointment**
- 4.32.Court Stenographers**
- 4.33.Commissioner Woodlawn Sewer District**
- 4.34.Engineering Consultant Services**
- 4.35.Human Resource/Labor Employment Counsel Services**
- 4.36.EECG Consulting Services**
- 4.37.Drescher Malecki LLP**
- 4.38.Allied CPAs, PC**
- 4.39.Wendel**
- 4.40.Planning Board**
- 4.41.Zoning Board of Appeals**
- 4.42.Ethics Board**
- 4.43.Traffic Safety Advisory Board and Coordinator**

- 4.44. Health & Safety Committee**
- 4.45. Health Insurance Committee**
- 4.46. Hamburg Moves**
- 4.47. Hamburg Trails**
- 4.48. HIDA**
- 4.49. Conservation Advisory Board**
- 4.50. Recreation Advisory Board**
- 4.51. Senior Age-Friendly Community Committee**
- 4.52. Youth Advisory Board**
- 4.53. Healthy Alliance**
- 4.54. HC Equity and Inclusion**
- 4.55. Hamburg Vision**
- 4.56. Shoreline Revitalization Committee**
- 4.57. LWRP Committee**
- 4.58. Veterans**
- 4.59. Town Technology Committee**
- 4.60. Police Chaplain**
- 4.61. Hamburg Public Library Board of Trustees**
- 4.62. Bingo Inspectors**
- 4.63. Board Liaison Dept/Committees**
- 4.64. PAF-Town Board**
- 4.65. Recreation Fees**
- 4.66. Emergency Medical Service and Ambulance Service Fee Schedule**
- 4.67. Budget Amendment-Highway Department**
- 4.68. HUD Grant 2026**
- 4.69. Approve PAF-Legal Department**
- 4.70. Code Enforcement School**

**4.71.Appointment of Plumbing Examiner**

**4.72.Salary & Wage**

**4.73.Part Time Salary & Wage**

**5. Public Comment**

**6. Meeting is adjourned by Supervisor**

**Town Board of the Town of Hamburg  
January 5, 2026 Meeting**

**4.1. Rules of Order**

RESOLVED, that the Hamburg Town Board does hereby approve the Rules of Order

**Town Board of the Town of Hamburg  
January 5, 2026 Meeting**

**4.2. Appointment of Town Attorneys**

RESOLVED, the Hamburg Town Board approve appointments of the following for a (2) two-year term commencing January 1, 2026, and ending December 31, 2027:

TOWN ATTORNEY: Kenneth J. Farrell

DEPUTY TOWN ATTORNEY: Brian Attea

DEPUTY TOWN ATTORNEY: Joseph Gogan

TOWN PROSECUTOR: Timothy Gallagher

**Town Board of the Town of Hamburg  
January 5, 2026 Meeting**

**4.3. Deputy Supervisor**

RESOLVED that the Town Board does hereby recognize the Supervisor's appointment of Councilmember Dan Kozub as Deputy Town Supervisor effective immediately.

**Town Board of the Town of Hamburg  
January 5, 2026 Meeting**

**4.4. Supervisor's Office Appointments**

RESOLVED, the Hamburg Town Board recognizes the following Town Supervisor appointments: Sherri Best-Secretary to the Supervisor and Laura Hahn- Bookkeeper to the Supervisor, and

BE IT FURTHER RESOLVED, the Hamburg Town Board authorizes the Town Supervisor to sign section 8 of the PO-17 for the part-time Bookkeeper position.

**Town Board of the Town of Hamburg  
January 5, 2026 Meeting**

**4.5. Official Newspapers**

RESOLVED, that the Town Board designates The Hamburg Sun, The Buffalo News, and Buffalo Business First as the OFFICIAL NEWSPAPERS for the Town of Hamburg for the year 2026 with the option to terminate with a 30-day notice by either party.

**Town Board of the Town of Hamburg  
January 5, 2026 Meeting**

**4.6. Public Employee Dishonesty and Faithful Performance Bond**

RESOLVED, the Hamburg Town Board approves the form and sufficiency of the Travelers St. Paul PUBLIC EMPLOYEE DISHONESTY AND FAITHFUL PERFORMANCE BOND effective December 15, 2009, covering all officers and employees, while acting within the scope of their duties, including but not limited to, the Supervisor, Councilmembers, Town Justices (2), Town Attorneys, Town Clerk and the Highway Superintendent, with a limit of \$1,000,000 per loss over a deductible of \$25,000 each occurrence. Excess coverage in the amount of \$750,000 is provided for the Town Clerk and Deputy Town Clerks.

**Town Board of the Town of Hamburg**  
**January 5, 2026 Meeting**

**4.7. Appointing Authority**

RESOLVED, the Hamburg Town Board names Supervisor Lorentz as "APPOINTING AUTHORITY" of the Town of Hamburg. Per Section 2 of the Civil Service Law the "APPOINTING AUTHORITY" signs appointment forms and personnel changes submitted to his office; certifies that the Civil Division payroll is accurate and in accordance with Civil Service Law; canvasses eligible lists and performs the functions relating to Civil Service Law; signs PO1M Forms reporting appointments, terminations and other personnel changes to Erie County Department of Personnel.

**Town Board of the Town of Hamburg  
January 5, 2026 Meeting**

**4.8. Temporary Emergency Personnel**

RESOLVED, that Supervisor Lorentz is authorized to sign properly submitted forms for hiring TEMPORARY EMERGENCY PERSONNEL, to be confirmed at the next immediate Town Board Meeting following hiring.

**Town Board of the Town of Hamburg  
January 5, 2026 Meeting**

**4.9. Temporary Deposit Accounts**

RESOLVED, the Supervisor be authorized to temporarily deposit or invest town monies not required for immediate expenditure in special time deposit accounts or certificates of deposit issued by a bank or trust company located and authorized to do business in this state or obligation of the United States of America or obligations of the State of New York

**Town Board of the Town of Hamburg**  
**January 5, 2026 Meeting**

**4.10. Depositories of the Town of Hamburg**

RESOLVED, the Hamburg Town Board approve the following: That the Manufacturers and Traders Trust Company, Bank of America, Key Bank of W.N.Y., NBT Bancorp, JP Morgan Chase Bank, Citizens Bank, NYPASS and MBIA "Class" be designated depositories of the Town of Hamburg, and they are hereby requested, authorized and directed to honor checks, drafts or other orders of payment on money drawn in the name of the Town of Hamburg including those payable to the individual order of any person or persons whose name or names appear thereon as signer or signers thereof when bearing or purporting to bear the facsimile signature of the Supervisor of the Town of Hamburg, and the Manufacturers and Traders Trust Company, Bank of America, Key Bank of W.N.Y., NBT Bancorp, JP Morgan Chase Bank, Citizens Bank, Wilmington Trust and shall be entitled to honor and to charge the Town of Hamburg for such checks, drafts or other, regardless of by whom or by what means the actual or purported signature or signatures thereon may have been affixed thereto, if such signature or signatures resemble the facsimile specimens duly certified to or filed with the Manufacturers and Traders Trust Company, Bank of America, Key Bank of W.N.Y., NBT Bancorp, JP Morgan Chase Bank, Citizens Bank, NYPASS, Wilmington Trust and by the secretary or other officer of the Town of Hamburg.

**Town Board of the Town of Hamburg  
January 5, 2026 Meeting**

**4.11. Bank or Trust Companies**

WHEREAS, Section 64 of the Town Law requires the Town Board to designate the BANKS OR TRUST COMPANIES in which the Supervisor, Town Clerk, Town Justice (2), and Finance Office Manager shall deposit all monies coming into their hands by virtue of their offices.

NOW, BE IT RESOLVED, that the funds of the Town of Hamburg be deposited in any or all the following banks:

Bank of America

Manufacturers and Traders Trust Company

Key Bank of Western New York

NBT Bancorp

JP Morgan Chase & Co,

Citizens Bank

Wilmington Trust

NYPASS

at their respective offices within the Town of Hamburg, Blasdell, and Buffalo, and

BE IT FURTHER RESOLVED that all the said banks are hereby designated as depositories for the funds of the Town of Hamburg.

**Town Board of the Town of Hamburg  
January 5, 2026 Meeting**

**4.12. Authorization to Sign Purchase Orders**

RESOLVED, the Hamburg Town Board confirms that the following are authorized to sign Purchase Orders, Town vouchers, Request for supplemental or budget transfers, and Payroll input sheets for their respective department.

| DEPARTMENT              | AUTHORIZED         | IN THEIR ABSENCE               |
|-------------------------|--------------------|--------------------------------|
| Assessor                | Kim Mercer         | Samantha Cartonia              |
| Buildings & Grounds     | Ed Hughes          | Pat Ryan/C.Sortisio/V.Butera   |
| Building Inspection     | Jeff Skrzypek      | Paul Ryerse                    |
| Central Supplies        | Pat Shea           | Kim Sessanna                   |
| Court                   | Brigid Lavelle     | Town Justices Morgan and Rooth |
| Community Development   | Tim Regan          | Brigit Reynolds Hubert         |
| Information Technology  | Jennifer Robertson | Jeff Pulinski                  |
| Engineering             | Bob Haag           | Hunter Grad                    |
| Emergency Management    | Sean Crotty        | Nicholas Pikul                 |
| Finance/Personnel       | Pat Shea           | Kim Sessanna/Tara Rinaldi      |
| Highway Department      | Ed Hughes          | Tom Sullivan                   |
| Historian               | James Baker        | Supervisor Lorentz             |
| Legal                   | Kenneth Farrell    | Brian Attea/Joseph Gogan       |
| Recreation/Youth/Senior | Jill Gorman King   | Martin Denecke/Hilary Pundt    |
| Planning/Planning Board | Josh Rogers        | Supervisor Lorentz             |
| Police                  | Peter Dienes       | Nicholas Ugale                 |
| Public Safety/Dispatch  | Sean Crotty        | Nicholas Pikul                 |
| Safety Committee        | Michael Bennett    | Supervisor Lorentz             |
| Supervisor              | Supervisor Lorentz | Sherri Best                    |
| Town Clerk/Tax          | Natalie NItsche    | Jill Slisz                     |
| Town Board              | Town Board Members | Supervisor Lorentz             |

|                |                    |                    |
|----------------|--------------------|--------------------|
| Traffic Safety | Matt Giacomini     | Supervisor Lorentz |
| Zoning Board   | Supervisor Lorentz | Sherri Best        |

**Town Board of the Town of Hamburg  
January 5, 2026 Meeting**

**4.13. Financial Policies**

RESOLVED, the Hamburg Town Board adopts the fiscal policies, effective immediately, as previously adopted and updated.

**Town Board of the Town of Hamburg  
January 5, 2026 Meeting**

**4.14. Standard Workday**

RESOLVED, the Hamburg Town Board hereby establishes the following as a standard workday for elected and appointed officials for the sole purpose of determining days worked reportable to the New York State and Local Employee's Retirement System:

ELECTED OFFICIALS: Supervisor, Councilmember, Town Clerk, Superintendent of Highways Town Justices- Five-day work week, six-hour day

APPOINTED OFFICIALS: Town Attorney, Deputy Town Attorneys, Assessor, Planning Board Members/Attorney, Zoning Board of Appeals Members/Attorney- Five-day work week, six-hour day

**Town Board of the Town of Hamburg  
January 5, 2026 Meeting**

**4.15. Military Leave**

RESOLVED, the Hamburg Town Board adopts its Military Leave Policy effective January 1, 2026 through December 31, 2026.

**Town Board of the Town of Hamburg  
January 5, 2026 Meeting**

**4.16. Meal Expenses**

RESOLVED, that reimbursement of out-of-town meal expenses will be a maximum of \$65.00 per diem, unless otherwise approved by the Town Board.

**Town Board of the Town of Hamburg  
January 5, 2026 Meeting**

**4.17. Mileage Rate**

RESOLVED, the Hamburg Town Board approves a Mileage Rate for Town officials and employees for the year 2026 at the current federal rate of **\$.68**.

**Town Board of the Town of Hamburg  
January 5, 2026 Meeting**

**4.18. Highway Expenditure**

WHEREAS, Section 142 of the Highway Law requires the Town Board to approve all purchases of equipment, tools, and other implements utilized for highway maintenance in excess of \$1,000.00 per year; and WHEREAS, Section 103 of the General Municipal Law requires public bidding for purchases of equipment in excess of \$20,000.00; and

WHEREAS, the Highway Superintendent of the Town of Hamburg makes numerous purchases from time to time throughout the year in a total amount not to exceed the annual budget; and

WHEREAS, pursuant to Section 142 of the Highway Law it is desirable for the Town Board to authorize the Highway Superintendent to purchase said equipment, tools, and other implements in excess of \$1,000.00.

NOW, THEREFORE, BE IT RESOLVED, the Hamburg Highway Superintendent is hereby authorized to purchase without prior approval of the Town Board and without compliance with guideline 3 of the Fiscal Policies: equipment, tools, and other implements to be used for highway maintenance, construction, or reconstruction; snow plows or other devices for the removal of snow from highways in a sum not to exceed \$5,000.00.

**Town Board of the Town of Hamburg  
January 5, 2026 Meeting**

**4.19. Expenditure of Highway Moneys**

RESOLVED, that pursuant to the provisions of Section 284 of the Highway Law, the Town Board agrees that monies levied and collected for the repair and improvement of highways, and received from the state for the repair and improvement of highways, shall be expended as follows:

The sum of \$8,038,961.00 may be expended for general repairs upon 321.00 lane miles of town highways, including sluices, culverts, and bridges (having a span of less than five [5] feet), and boardwalks or the renewal thereof, and

BE IT FURTHER RESOLVED, the Hamburg Town Board executes in duplicate the AGREEMENT for the EXPENDITURE OF HIGHWAY MONEYs pursuant to any allocation that appears in the 2026 adopted budget.

**Town Board of the Town of Hamburg  
January 5, 2026 Meeting**

**4.20. Deputy Highway Superintendent**

RESOLVED, that the following individual is confirmed to serve as the first Deputy to the Highway Superintendent in the indicated department for a one (1) year term effective January 1, 2026 and expiring December 31, 2026: Tom Sullivan - Highway Department.

**Town Board of the Town of Hamburg  
January 5, 2026 Meeting**

**4.21. Buildings and Grounds Deputy**

RESOLVED, that the Town Board approves the appointment of the following as Deputy of Buildings and Grounds for a one (1) year term effective January 1, 2026 and expiring December 31, 2026: Patrick Ryan - Buildings and Grounds.

**Town Board of the Town of Hamburg  
January 5, 2026 Meeting**

**4.22. Deputy Town Clerk Appointments**

RESOLVED, the Hamburg Town Board upon recommendation of the Town Clerk appoints Jill Slisz and Wendy Pietrzak as Deputy Town Clerks, effective 1/1/26.

**Town Board of the Town of Hamburg  
January 5, 2026 Meeting**

**4.23. Registrar of Vital Statistic**

RESOLVED, the Hamburg Town Board appoints Town Clerk Natalie Nitsche as REGISTRAR OF VITAL STATISTICS and Deputy Town Clerk Jill Slisz as DEPUTY REGISTRAR OF VITAL STATISTICS for District #1465 (Town of Hamburg) for the term of January 1, 2026 to December 31, 2026, and

WHEREAS, Section 4124 of the Public Health Law refers to compensation,

BE IT FURTHER RESOLVED, that the Town Clerk Natalie Nitsche shall be paid a total of \$2000.00 and Deputy Town Clerk Jill Slisz, shall be paid a total of \$2000.00, and

BE IT FURTHER RESOLVED, the combined districts of Hamburg are 1465 for the Town of Hamburg and the Villages of Blasdell and Hamburg as provided under the law, and all fees collected by the Registrar/Deputy Registrar in the discharge of his/her duties shall be the property of this municipality and the fees collected as revenue to the town shall be entered in revenue account A2590.9. Funds to be taken from Account #A.000.0909.

**Town Board of the Town of Hamburg  
January 5, 2026 Meeting**

**4.24. Tax Collector**

RESOLVED, the Hamburg Town Board appoints Town Clerk Natalie Nitsche as Receiver of Taxes and Deputy Town Clerk Jill Slisz as Deputy Receiver of Taxes for the term of January 1, 2026 to December 31, 2026.

**Town Board of the Town of Hamburg  
January 5, 2026 Meeting**

**4.25. FOIL Officer**

RESOLVED, the Hamburg Town Board appoints Town Clerk Natalie Nitsche as FOIL Officer and Deputy Town Clerk Jill Slisz as Deputy FOIL Officer for the term of January 1, 2026 to December 31, 2026

**Town Board of the Town of Hamburg  
January 5, 2026 Meeting**

**4.26. FOIL Appeals Officer**

RESOLVED, the Hamburg Town Board appoints Joseph Gogan as FOIL Appeals Officer for the term January 1, 2026, to December 31, 2026.

**Town Board of the Town of Hamburg  
January 5, 2026 Meeting**

**4.27. Appointment-Town Historian**

RESOLVED, the Hamburg Town Board appoints James Baker as Town Historian for the year 2026.

**Town Board of the Town of Hamburg  
January 5, 2026 Meeting**

**4.28. Housing Discrimination Officer**

RESOLVED, the Hamburg Town Board appoints Joseph Gogan as Housing Discrimination Officer for a one (1) year term commencing January 1, 2026, and ending December 31, 2026.

**Town Board of the Town of Hamburg  
January 5, 2026 Meeting**

**4.29. Marriage Officers**

RESOLVED, the Hamburg Town Board appoints Elizabeth Farrell Lorentz, Natalie Nitsche, and Jill Slisz as Marriage Officers for 2026.

**Town Board of the Town of Hamburg  
January 5, 2026 Meeting**

**4.30. Emergency Management Committee**

RESOLVED, the Hamburg Town Board approves the HAMBURG EMERGENCY MANAGEMENT TEAM for 2026 as follows: Coordinator Sean Crotty, Deputy Coordinator Nicholas Pikul, Supervisor Lorentz, Deputy Supervisor Kozub, Finance Director Pat Shea, IT Support Jennifer Robertson, Town Clerk Natalie Nitsche, Police Chief Peter Dienes, Highway Superintendent Ed Hughes, Deputy Highway Superintendent Tom Sullivan, Buildings & Grounds -Ed Hughes, Deputy Buildings & Grounds Pat Ryan, Engineering- Hunter Grad, Public Safety Dispatchers Jack Chiappone/Mark Bernas, Fire Dept. TBD

**Town Board of the Town of Hamburg  
January 5, 2026 Meeting**

**4.31. Clerk to Judge Appointment**

RESOLVED, the Hamburg Town Board approves the appointment of Heather Gould to the position of Clerk to the Town Justice for the Hon. Walter Rooth III, effective January 1, 2026.

**Town Board of the Town of Hamburg  
January 5, 2026 Meeting**

**4.32. Court Stenographers**

RESOLVED, that the Hamburg Town Justices be authorized to employ COURT STENOGRAPHERS if necessary.

**Town Board of the Town of Hamburg  
January 5, 2026 Meeting**

**4.33. Commissioner Woodlawn Sewer District**

RESOLVED, the Hamburg Town Board approves the payment of \$80.00 a day for each COMMISSIONER of the WOODLAWN SEWER DISTRICT for each day actually spent in service to the District; and that each Commissioner file with the Town Clerk an official undertaking bond in the amount of \$4,000.00.

**Town Board of the Town of Hamburg  
January 5, 2026 Meeting**

**4.34. Engineering Consultant Services**

WHEREAS, the Town of Hamburg has a long standing relationship with GHD Consulting Services Inc. in providing Town Engineering Consulting Services and the contract terms and amount for such services are to be negotiated annually; and

WHEREAS, the Town and GHD have negotiated renewal of the contract per the attached proposal and have agreed to 2026 professional services with no hourly rate increase; and

WHEREAS, funds for the 2026 contract year are available in Account A.1440.0440,

NOW THEREFORE BE IT RESOLVED the Town Board authorizes the Supervisor to sign the 2026 contract between the Town of Hamburg and GHD Consulting Services Inc. and services are to begin immediately..

**Town Board of the Town of Hamburg  
January 5, 2026 Meeting**

**4.35. Human Resource/Labor Employment Counsel Services**

RESOLVED, the Hamburg Town Board authorizes the Town Supervisor to sign the retainer agreement for professional services with Barclay Damon LLP, effective January 1, 2026, with Jim Domagalski as lead Labor Employment Counsel as needed at a rate not to exceed \$350 an hour for the partner and not to exceed \$235 for the associate with a cap of \$50,000 for 2026.

**Town Board of the Town of Hamburg  
January 5, 2026 Meeting**

**4.36. EECG Consulting Services**

RESOLVED, the Hamburg Town Board authorizes the Town Supervisor to sign the Letter of Agreement with EECG Consulting, LLC, for the calendar year 2026 for professional services including but not limited to grants consulting, strategic planning, project management, grants management and grant writing.

**Town Board of the Town of Hamburg  
January 5, 2026 Meeting**

**4.37. Drescher Malecki LLP**

RESOLVED, the Hamburg Town Board authorizes the Town Supervisor to sign the Letter of Engagement with Drescher Malecki LLP for calendar year 2026 for professional services including but not limited to policy and procedure review, internal audits, budget monitoring, information updates, capital projects overview, and accounting system evaluation and support.

**Town Board of the Town of Hamburg  
January 5, 2026 Meeting**

**4.38. Allied CPAs, PC**

RESOLVED, the Hamburg Town Board authorizes the Town Supervisor to sign the Letter of Engagement for professional external auditing services with Allied CPAs, PC for the calendar year 2026.

**Town Board of the Town of Hamburg  
January 5, 2026 Meeting**

**4.39. Wendel**

RESOLVED, the Hamburg Town Board authorizes the Town Supervisor to sign the Letter of Engagement for professional planning services with Wendel Companies for the calendar year 2026.

**Town Board of the Town of Hamburg  
January 5, 2026 Meeting**

**4.40. Planning Board**

RESOLVED, the Hamburg Town Board appoints Planning Board member Cynthia Gronachan as Planning Board Chair for a one (1) year term commencing January 1, 2026, and ending December 31, 2026 and Richard Zajac as Planning Board member for a term commencing January 1, 2026 and ending December 31, 2032, and

BE IT FURTHER RESOLVED, the Hamburg Town Board appoints Joseph Gogan as Planning Board Attorney for a one (1) year term commencing January 1, 2026 and ending December 31, 2026.

**Town Board of the Town of Hamburg  
January 5, 2026 Meeting**

**4.41. Zoning Board of Appeals**

RESOLVED, the Hamburg Town Board appoints Zoning Board of Appeals member Ric Dimpfl as Zoning Board of Appeals Chair for a one (1) year term commencing January 1, 2026 and ending December 31, 2026, and

BE IT FURTHER RESOLVED, the Hamburg Town Board appoints Joseph Gogan as Zoning Board of Appeals Attorney for a one (1) year term commencing January 1, 2026 and ending December 31, 2026

**Town Board of the Town of Hamburg  
January 5, 2026 Meeting**

**4.42. Ethics Board**

RESOLVED the Town Board appoints Mary Anne Dunne to the Ethics Committee for a five (5) year term commencing January 1, 2026 and ending December 31, 2030.

**Town Board of the Town of Hamburg  
January 5, 2026 Meeting**

**4.43. Traffic Safety Advisory Board and Coordinator**

RESOLVED, the Hamburg Town Board appoint the following to the TRAFFIC SAFETY ADVISORY BOARD for a term of one (1) year commencing January 1, 2026, and ending December 31, 2026: Traffic Safety Coordinator: Matt Giacomini- Chair, Michael Bennett, Lindsey Dunne, Eugene Paolini, Bob Krone, John McKendry, Pat Ryan, Sam Blasz, Chad Witkowski, and Andrew Hochworter, and

BE IT FURTHER RESOLVED, the Hamburg Town Board approves the following appointments for a one (1) year term commencing January 1, 2026 and ending December 31, 2026: Traffic Safety Coordinator: Matt Giacomini and Assistant Traffic Safety Coordinator: Lindsay Dunne.

BE IT FURTHER RESOLVED, the Hamburg Town Board authorizes the Town Supervisor to sign section 8 of the PO-17 for the Assistant Traffic Safety Coordinator position.

**Town Board of the Town of Hamburg  
January 5, 2026 Meeting**

**4.44. Health & Safety Committee**

RESOLVED, the Hamburg Town Board appoint the following to the Health and Safety Committee for a one (1) year term commencing January 1, 2026 and ending December 31, 2026: Michael Bennett-Chairperson, Town Supervisor Lorentz, Highway Superintendent Edward Hughes, Tom Sullivan-Deputy Highway Superintendent, Scott Vuich -Blue Collar CSEA, Tim Regan-White Collar-CSEA, John Baker, Captain-Command Officers, Jon Wright- PBA, Patrick Ryan, B&G, Jill Gorman-King, Director of Youth, Recreation & Senior Services, Interim YRSS Martin Denecke, Mark Bernas, IAFF, AJ Gallagher Insurance Agency Rep, Town Attorney or representative. Finance Director Pat Shea, and Tara Rinaldi.

RESOLVED, the Town Board approves the appointment of Michael Bennett as Health & Safety Coordinator for a one (1) year term commencing January 1, 2026 and ending December 31, 2026.

**Town Board of the Town of Hamburg  
January 5, 2026 Meeting**

**4.45. Health Insurance Committee**

BE IT RESOLVED the Hamburg Town Board appoints the following to the Health Insurance Committee: Supervisor Lorentz, Deputy Supervisor Kozub, White Collar CSEA Tim Regan, Blue Collar CSEA Scott Vuich, John Baker, Captain, Command Officers Union, Jon Wright, PBA, Mark Bernas, IAFF, Legal Dept/HR designee, Finance Director Pat Shea, and Health Insurance representatives.

**Town Board of the Town of Hamburg  
January 5, 2026 Meeting**

**4.46. Hamburg Moves**

BE IT RESOLVED the Hamburg Town Board appoints the following to the Hamburg Moves committee for January 1, 2026 to December 31, 2026: Brooke DeLucia, Tom Nemmer, Barb Reese, Shannon Zdrojewski, Haley Patrone, and Dan Rosati.

**Town Board of the Town of Hamburg  
January 5, 2026 Meeting**

**4.47. Hamburg Trails**

BE IT RESOLVED the Hamburg Town Board appoints the following to the Hamburg Trails committee for January 1, 2026, to December 31, 2026: Kathryn Walsh, Dan Rosati, Lynn Meslinsky, and Laura Greene.

**Town Board of the Town of Hamburg  
January 5, 2026 Meeting**

**4.48. HIDA**

RESOLVED, the Hamburg Town Board appoints Andrew Palmer as an at-large member to the Hamburg Industrial Development Agency effective immediately.

**Town Board of the Town of Hamburg  
January 5, 2026 Meeting**

**4.49. Conservation Advisory Board**

RESOLVED, the Hamburg Town Board appoints the following to the Conservation Advisory Board for a two (2) year period commencing January 1, 2026 and ending December 31, 2027: Gardy Low, Leona Rockwood, Kim Preshoff, Amy Blundell, Garrett Greiser, and Shannon Muldowney.

**Town Board of the Town of Hamburg  
January 5, 2026 Meeting**

**4.50. Recreation Advisory Board**

RESOLVED, the Hamburg Town Board appoints the following to the Recreation Advisory Board for a three-year term commencing January 1, 2026 and ending December 31, 2028: Tom Best Jr., Jeanine Hillman, and Killian Zajac, and

BE IT FURTHER RESOLVED, the Hamburg Town Board appoints the following to the Recreation Advisory Board for a one (1) year term commencing January 1, 2026 and ending December 31, 2026: Dan Chiachia, Anne DiMatteo, and John McFall.

**Town Board of the Town of Hamburg  
January 5, 2026 Meeting**

**4.51. Senior Age-Friendly Community Committee**

RESOLVED, the Hamburg Town Board appoints the following to the Senior Age-Friendly Community for a one (1) year term commencing January 1, 2026, and ending December 31, 2026: Todd Ehret, Matthew Heidt, Joanna Dobbs, Cindy Hain-Manko, Andrea Maxick, Jennifer Gunia, Stephania Baxter, Amy McKnight, Bill Barto, Karen Rogers and Patricia Michalek.

**Town Board of the Town of Hamburg  
January 5, 2026 Meeting**

**4.52. Youth Advisory Board**

RESOLVED, the Hamburg Town Board appoints the following to the Youth Advisory Board for a one (1) year term commencing January 1, 2026, and ending December 31, 2026: Joanne Balazs, Brian Bartelo, Kara Brese, Christie Gleason, Ellen Henry, Amy Kane, Evan Sampson, and Killian Zajac

**Town Board of the Town of Hamburg  
January 5, 2026 Meeting**

**4.53. Healthy Alliance**

RESOLVED, the Hamburg Town Board appoints the following to the Hamburg Healthy Alliance for a one (1) year term commencing January 1, 2026 and ending December 31, 2026: Thomas Adams, Beth Anzalone, Becky Barnell, Donna Brauncheidel, Abigail Blaser, Justin Chemogorec, John Crangle, Toni Czerwinski, Alexa Dayka, Nicole Dayka, Mary Beth Dreyer, Colleen Duggan, Christen Foley, Haley Glassman , Jillian Gorman-King, Mae Helga, Andrew Hockwوتر, Colleen Kumiega, Andrew Lahrs, Dennis Lalka, Madeline Lavelle, Grace McDonald, Nancy McTurk, Tricia Miller, Stacey Neri, Erin Par, Victoria Payne, Kimberly Peck, Laura Sabia, Dawn Sagerman, Jennifer Smail, Tom Smardz, and Dawn Springer.

**Town Board of the Town of Hamburg  
January 5, 2026 Meeting**

**4.54. HC Equity and Inclusion**

RESOLVED, the Hamburg Town Board appoints the following to the Hamburg Coalition for Equity and Inclusion for a one (1) year term commencing January 1, 2026, and ending December 31, 2026: Max Donatelli, Joyce Donatelli, Jackie Hoak, June Vanremmen, Christina Uwimbabazi, Marjorie Chapman, Dave Chapman, and Jun Wang-Tiedemann.

**Town Board of the Town of Hamburg  
January 5, 2026 Meeting**

**4.55. Hamburg Vision**

RESOLVED, the Hamburg Town Board appoints the following to the Hamburg Vision Committee for a one (1) year term commencing January 1, 2026 and ending December 31, 2026: John Livsey, Jill Gorman-King, Nicole Ruberto, Martin Denecke, Laura Hahn, Ed Rutkowski, Paul Peck, Supervisor Lorentz, and Councilmember Dixon.

**Town Board of the Town of Hamburg  
January 5, 2026 Meeting**

**4.56. Shoreline Revitalization Committee**

RESOLVED, the Hamburg Town Board appoints the following to the Shoreline Revitalization Committee for a one (1) year term commencing January 1, 2026, and ending December 31, 2026: Joseph Kilian, Hank Kleinfelder, Chairs, Mark Melewski-Consultant, William Clark, Elizabeth O'Donnell, Margaret Van Arsdale, Cynthia Brockman, Lynda Zglinicki, Denise Caggiano, Ron Klimowicz, Patty Watson, Bob Elardo, Gloria Engler, Lyn Braun, William Mayer, Kim Ryan, Carrie Meyer, Laura Hahn, Lynn Rudnicki, Leona Rockwood, Sam Insalaco, Donna Gonser, Paul Engler, Francine Geyer, Nicole Falkiewicz, Tom Bender, Mike Kromke, Dave Woefling and Fire Chief President or designee.

**Town Board of the Town of Hamburg  
January 5, 2026 Meeting**

**4.57. LWRP Committee**

RESOLVED, the Hamburg Town Board appoint the following to the LWRP committee for a one (1) year term commencing January 1, 2026 and ending December 31, 2026: Fire Chief President or designee, Supervisor Lorentz, Laura Hahn, Hank Kleinfelder, Dave Woefling, Carrie Meyer, Kim Ryan, Donna Gonser, Leona Rockwood, Lynn Rudnicki, William Clark, Josh Rogers- Consultant and Mark Melewski-Consultant.

**Town Board of the Town of Hamburg  
January 5, 2026 Meeting**

**4.58. Veterans**

RESOLVED, the Hamburg Town Board appoints the following to the Veterans Committee for a one (1) year term commencing January 1, 2026 and ending December 31, 2026: NY State Rep., E.C. Vets Rep., George Kennedy, Dan Kozub, Maria Kozub, Dennis Chapman, Joseph Suto, Lynn Matheis, Ken Paglei, Gary Mosier, Brent Doyle, Patricia George, Diana Patton, Felice Krycia, and Jerzy Galaska.

**Town Board of the Town of Hamburg  
January 5, 2026 Meeting**

**4.59. Town Technology Committee**

RESOLVED, the Hamburg Town Board appoints the following to the IT Committee for a one (1) year term commencing January 1, 2026 and ending December 31, 2026 to assess the current and future technology and security needs of all town facilities and departments: Jennifer Robertson, Supervisor Lorentz, Patrick Shea, Ed Hughes, Sean Crotty, Todd Ehret, Jill Gorman-King, and Jeffrey Pulinski

**Town Board of the Town of Hamburg  
January 5, 2026 Meeting**

**4.60. Police Chaplain**

BE IT RESOLVED, the Hamburg Town Board appoints Deacon Robb Ciezki as Police Chaplain to a one (1) year term effective January 1, 2026 and ending December 31, 2026.

**Town Board of the Town of Hamburg  
January 5, 2026 Meeting**

**4.61. Hamburg Public Library Board of Trustees**

WHEREAS, the Hamburg Town Board was notified that Holly Schreiber, Ph.D. is not seeking reappointment to the Hamburg Public Library Board of Trustees and her term is ending December 31, 2026,

NOW THEREFORE BE IT RESOLVED, the Hamburg Town Board approves the recommendation of the Hamburg Public Library Board of Trustees and appoints Heather Jackson to the Hamburg Public Library Board of Trustees for a five (5) year term beginning January 1, 2026 and ending December 31, 2030, and

BE IT FURTHER RESOLVED, the Hamburg Town Board thanks Holly for her service to the community while a Hamburg Public Library Trustee

**Town Board of the Town of Hamburg  
January 5, 2026 Meeting**

**4.62. Bingo Inspectors**

RESOLVED, the Hamburg Town Board appoints Ric Dimpfl and Reanna Krautsack as Bingo Inspectors for a one (1) year period commencing January 1, 2026 and ending December 31, 2026

**Town Board of the Town of Hamburg  
January 5, 2026 Meeting**

**4.63. Board Liaison Dept/Committees**

RESOLVED, the Hamburg Town Board recognizes the Town Supervisor's designation of Town Board member assignments as department and committee liaison as listed.

**Town Board of the Town of Hamburg  
January 5, 2026 Meeting**

**4.64. PAF-Town Board**

RESOLVED, the Town Board approves the attached PAF from the Town Board Department

**Town Board of the Town of Hamburg  
January 5, 2026 Meeting**

**4.65. Recreation Fees**

WHEREAS, Recreation Department staff and the Recreation Advisory Board (RAB) annually review all charges and fees for programs, leagues, rentals, classes, etc. administered and operated by the department, and

WHEREAS, proposed increases of fees/charges to some of the programs offered is warranted to reflect cost increases and other determining factors,

NOW THEREFORE BE IT RESOLVED, the Hamburg Town Board approves the 2026 Recreation Fee Schedule.

**Town Board of the Town of Hamburg  
January 5, 2026 Meeting**

**4.66. Emergency Medical Service and Ambulance Service Fee Schedule**

WHEREAS, General Municipal Law sections 209-b and 122-b, and as otherwise provided by law (the “Law”) provides that the authorities having control of a fire department, fire company or ambulance company that have authorized such fire department, fire company or ambulance company to provide emergency and general ambulance service, including emergency medical service as defined in section three thousand one of the Public Health Law may fix a schedule of fees or charges to be paid by persons requesting such service or services; and

WHEREAS, the Board of the Town of Hamburg (“Board”) after due deliberation, finds it in the best interest of the Town of Hamburg to authorize the amendment of fees and charges for emergency medical services and ambulance services Armor VFC, Big Tree VFC / EMS, Hamburg VFD, Lake Shore VFC, Lake View VFC, Newton Abbott VFC, Scranton VFC, Woodlawn VFC, and Hamburg Volunteer Ambulance Company, dba Town of Hamburg EMS through the Town of Hamburg as authorized by Law and these Resolutions;

NOW THEREFORE, RESOLVED, that the Town of Hamburg hereby authorizes the amendment of fees and charges for emergency medical services and ambulance services by Armor VFC, Big Tree VFC / EMS, Hamburg VFD, Lake Shore VFC, Lake View VFC, Newton Abbott VFC, Scranton VFC, Woodlawn VFC, and Hamburg Volunteer Ambulance Company, dba Town of Hamburg EMS through the Town of Hamburg as authorized by Law and as provided for by these Resolutions;

RESOLVED, that except as otherwise provided herein, these resolutions shall take effect immediately

**Town Board of the Town of Hamburg**  
**January 5, 2026 Meeting**

**4.67. Budget Amendment-Highway Department**

**WHEREAS**, The Highway Dept. has received funds from residents for installation of drainage pipe that has exceeded the amount budgeted for 2025 by \$2,040.00.

**THEREFORE, BE IT RESOLVED**, that the Town Board approve that the funds exceeding the budgeted amount will be deposited into Revenue Account DB.2770.7 and transferred to DB.5110.474.

**BE IT FURTHER RESOLVED**, that the Expense Account DB.5110.474 be increased by \$2,040.00.

**Town Board of the Town of Hamburg**  
**January 5, 2026 Meeting**

**4.68. HUD Grant 2026**

WHEREAS, during September and October 2025, the Department of Community Development held four public hearings to solicit funding requests from the public in anticipation of receiving funds from the federal CDBG and HOME programs in the 2026 program year.

NOW, THEREFORE BE IT, RESOLVED that the Hamburg Town Board authorizes the Town of Hamburg Supervisor and Timothy Regan as designated signatories to sign any and all documents/certifications required for submitting the Town of Hamburg's: Draft, Final, and, amended, if required, Action Plan for any and all funding received from the United States Department of Housing and Urban Development (HUD) for the 2026 Program Year (4/1/26 - 31/27).

**Town Board of the Town of Hamburg  
January 5, 2026 Meeting**

**4.69. Approve PAF-Legal Department**

RESOLVED the Hamburg Town Board approve the attached PAF for the Legal Department.

**ATTACHMENTS:**

[Personnel Action Form](#)

**TOWN OF HAMBURG - PERSONNEL ACTION FORM**

Date of Request: 12/22/2025

Department: Legal

Department Head Signature

Supervisor Signature  Date: 12/11/2025

TOWN BOARD MEETING OF 8/4/2025

PAGE 1 of \_\_\_\_\_

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<br>hrly rate | PT/Seas/temp<br>hrly rate | Term date |
|----|-------|----------------|--------|------------------------------|------------|------------------------|---------------------------|-----------|
| 1  | 321   | Cynthia Conlon | R      | Senior Paralegal / Seasonal  | 1/6/2026   |                        |                           | 1/5/2026  |
| 2  | 321   | Cynthia Conlon | R      | Senior Paralegal / Part-time |            |                        |                           |           |
| 3  |       |                |        |                              |            |                        |                           |           |
| 4  |       |                |        |                              |            |                        |                           |           |
| 5  |       |                |        |                              |            |                        |                           |           |
| 6  |       |                |        |                              |            |                        |                           |           |
| 7  |       |                |        |                              |            |                        |                           |           |
| 8  |       |                |        |                              |            |                        |                           |           |
| 9  |       |                |        |                              |            |                        |                           |           |
| 10 |       |                |        |                              |            |                        |                           |           |
| 11 |       |                |        |                              |            |                        |                           |           |
| 12 |       |                |        |                              |            |                        |                           |           |
| 13 |       |                |        |                              |            |                        |                           |           |
| 14 |       |                |        |                              |            |                        |                           |           |
| 15 |       |                |        |                              |            |                        |                           |           |
| 16 |       |                |        |                              |            |                        |                           |           |
| 17 |       |                |        |                              |            |                        |                           |           |
| 18 |       |                |        |                              |            |                        |                           |           |
| 19 |       |                |        |                              |            |                        |                           |           |
| 20 |       |                |        |                              |            |                        |                           |           |

**Town Board of the Town of Hamburg  
January 5, 2026 Meeting**

**4.70. Code Enforcement School**

**Whereas**, The State of New York requires continuing education for Code Enforcement Officers within the Building Inspection Department, and

**Whereas**, The Niagara Frontier Building Officials Association is holding a conference on January 26-28, 2026 located at the Buffalo/Niagara Marriott 1340 Millersport Highway Amherst, NY, and

**Be It Resolved**, : That the Town Board authorize travel requests for Code Enforcement Officers Paul Ryerse, Jeffrey Skrzypek, Travis Berube, Jeremy Falbo, and Scott Courteau to attend the NFBOA Conference training on Monday, January 26 to Wednesday January 28, 2025.

**BE IT FURTHER REOLVED**: that the Town Board approved the training request for the Code Enforcement Officers at an annual cost of \$375.00 per attendee. The total cost to the Town for the three-day seminar will be \$1875.00. Use of a Town vehicle will be required.

Funds available in Account#

A.3620.0492 – Safety inspection – Training and Seminars

**Town Board of the Town of Hamburg**  
**January 5, 2026 Meeting**

**4.71. Appointment of Plumbing Examiner**

**WHEREAS**, All plumbing and site utility work conducted in the Town of Hamburg shall be performed only by duly licensed plumbers; and A licensed master plumber, journeyman plumber or site utility contractor employing plumbers shall be present at all times when work is being performed on any premises within the Town of Hamburg,

**WHEREAS**, Chapter 76-27 of the Town code authorizes the Town Board to designate a Town Plumbing License Examiner for providing testing, review of applications, collecting fees, administering, proctoring, and scoring of tests results. The examinations are to be held in the months June and December;

**THEREFORE BE IT RESOLVED**, that Alan Herberger, 121 Pin Oak Drive, Williamsville NY 14221, be designated as the Town of Hamburg Plumbing License Examiner for 2026.

**Town Board of the Town of Hamburg  
January 5, 2026 Meeting**

**4.72. Salary & Wage**

RESOLVED, the Hamburg Town Board approves the 2026 Salary and Wage Schedule as submitted, subject to amendments made during the course of the year based on changing circumstances as determined by the Supervisor/Finance & Personnel Director.

**Town Board of the Town of Hamburg  
January 5, 2026 Meeting**

**4.73. Part Time Salary & Wage**

RESOLVED, the Hamburg Town Board approves the listing of part-time and seasonal workers as set forth in the 2026 Salary and Wage Schedule submitted subject to amendments to be made during the course of the year based on changing circumstances as determined by the Supervisor/Finance & Personnel Director.