



INCORPORATED:  
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# Village of Youngstown

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## Village of Youngstown Board of Trustees Minutes – February 14, 2019

**PRESENT:** Mayor Reynolds, Deputy Mayor Lockhart, Trustee Comerford, Trustee Zastrow, Attorney Caserta, Superintendent Muller, Chief Schuey, Building Inspector Stevens, Engineer Lannon, Clerk-Treasurer Brown. **ABSENT:** Trustee Fox, Grant Writer Rotella.

### **CALL TO ORDER**

The regular meeting of the Board of Trustees was called to order by Mayor Reynolds at 7:00 p.m. with the Pledge of Allegiance.

### **PUBLIC COMMENT--all comments shall be kept to 3 minutes and directed to the Village Board of Trustees.**

Mayor Reynolds opened the meeting to public comment. Janice Bush of Third Street spoke regarding the maintenance of the South Dock Area. Mrs. Bush stated she has been requested changes in the handling of the maintenance in the garden area. Mayor Reynolds acknowledged her efforts over the years in keeping the garden area looking beautiful, and that her ideas have been heard and were excellent suggestions. Jack Bush of Third Street spoke adding perhaps the Sheriff work release program should be utilized more. Mayor Reynolds advised that is what the Board was planning on doing to handle some of the work. Trustee Zastrow stated a detailed plan would be needed to present for the work program to follow. Mrs. Bush spoke about part time help for the DPW in the spring to assist with this task. Mayor Reynolds advised that there are some issues with timing of the workers with college and with budget funding. Mayor Reynolds thanked Mrs. Bush for all of her thoughts and efforts and advised he would include her in further discussion.

### **DEPARTMENTAL REPORTS**

**POLICE:** Chief Schuey turned in his monthly report. Chief Schuey reported that he met with our Verizon representative regarding phone lines and costs. Verizon believes they can put a more up to date package together that would utilize internet instead of landlines which would be more efficient and less expensive. Chief Schuey will work with the Clerk's Office on a presentation from Verizon.

**DEPARTMENT OF PUBLIC WORKS:** Superintendent Muller reported that the DPW has been busy plowing and clearing ice. Superintendent Muller reported that the water numbers continue to look good. Deputy Mayor Lockhart asked if Superintendent Muller had the sewer number. Superintendent Muller advised he had received them recently and would be working on them. Superintendent Muller continued reporting that the lights in the Historical Society have been replaced, and new wiring has been run for them.

**ENGINEER:** Engineer Lannon reported that all is quiet. Mayor Reynolds added that Grant Writer Rotella is sending the closing letter for the LWRP. Engineer Lannon advised if the Village moves to the next step, they will be ready.

**GRANT WRITER:** Grant Writer Rotella was absent. Mayor Reynolds asked Clerk-Treasurer Brown to provide an update as she spoke with Grant Writer Rotella the previous day. Clerk-Treasurer Brown reported that the documentation needed for reimbursement for the original grant for the LED sign that had been approved to repurpose to purchase the safety chips for Falkner Park playground had been submitted to the Grant Writer on January 15, 2019. Grant Writer Rotella has calls in to see about the approval for the reuse of the grant and will advise. The payment for the balance of the HVAC grant for the boiler will be cut on Friday, February 15<sup>th</sup> per the email Mayor Reynolds received. Grant Writer Rotella is to submit the closing letter on the LWRP. There is no update on the waterline grant. Grant Writer Rotella has several phone calls in various areas trying to get information. The Village should hear about the Greenway grant money reuse by May or June. The NYS Achieves grant has been submitted and the Village should hear on the status by May or June. Grant Writer Rotella has been provided information on security cameras for the Village Center, he will submit this when then grant opens. Grant Writer Rotella has also been given quotes for a new truck that he will submit to Senator Ortt's office for a possible grant.

**BUILDING INSPECTOR:** Building Inspector Stevens turned his reports in from December and January. Building Inspector Stevens is handling various inspections that are due.

**ATTORNEY:** Attorney Caserta reported that he updated the Library contract with requests made at the last meeting between the Village and the Library. The updates were provided to the Village Board. Attorney Caserta added that he just received another letter from the Library Board with further requests. Attorney Caserta will review these and make updates to the contract. Attorney Caserta stated he would have something ready next week to send to the Library Board. Attorney Caserta reported that the Town of Porter Attorney had contacted him regarding the proposed new sewer rate for the Village. Attorney Caserta stated he felt the rate going forward was fair, but the math on the previous billings and rate may need further review. Trustee Zastrow stated the answer depended on both items. Attorney Caserta stated going forward he felt the rate was

sustainable, the issue is with the math from 2009-current. Mayor Reynolds stated that the Board had not received anything in writing as to solid figures or a contract. Trustee Zastrow stated it should be submitted in a contract to the Village. Deputy Mayor Lockhart asked if the Village should respond with our concerns. Attorney Caserta advised he had already advised the Town Attorney of the concerns. Attorney Caserta will make the Town Attorney aware that the Village is looking for the contract in order to respond.

**CLERKS OFFICE:** Clerk-Treasurer Brown reported that the Board has been provided the January financial reports. Clerk-Treasurer Brown also reported that the department heads had been given their code reports to review and handle for their current budgets. Deputy Mayor Lockhart advised that he and the Clerk's Office will continue working on the new budget. Once the figures are in, the information will be emailed to the Board for their review and input.

## **MINUTES**

Motion to approve the Board Minutes from January 10 and 24, 2019 was made by Trustee Zastrow, seconded by Trustee Comerford. All in favor, motion was carried.

## **CORRESPONDENCE:**

A donation of \$500.00 was received from Lewiston Porter Youth Football for Veteran's Park in appreciation for the use of the field for their practices.

So noted.

A thank you letter was received from the Youngstown/Town of Porter Community Basket Committee for the 2018 Basket Drive. Forty five (45) families were helped serving over seventy five (75) children.

So noted.

Resignation letter received January 28, 2019 from Officer Charlene Rutkowski thanking the Village of Youngstown Police Department as she leaves for a full time position with the Lewiston Police Department.

So noted.

Resignation letter received from Officer Brandon Comerford dated January 10, 2019, received January 30, 2019 thanking the Police Department for the opportunity to work in his community as he leaves to fulfill other obligations.

So noted.

Letter of interest received from David Thurlow to be considered for the open alternate position on the Planning Board.

So noted.

Correspondence received from Janice Bush regarding maintenance of the South Dock garden area and DPW work.

So noted. Mayor Reynolds stated that this was discussed during the Public comment section at the beginning of the meeting.

**AGENDA:**

**ABSTRACT OF AUDITED VOUCHERS**

Approval of the Abstract of Audited Vouchers for the period from January 11- February 14, 2019 in the amount of \$83,421.23.

General:	\$51,841.71
Water:	\$ 1,605.89
Sewer:	\$29,806.67
Trust:	\$ 166.96
Total	\$83,421.23

Motion to approve the abstract of audited vouchers was made by Deputy Mayor Lockhart, seconded by Trustee Zastrow. All in favor, motion was carried.

**ITEMS:**

Authorization for Mayor Reynolds to sign the renewal of the easement agreements for 645 Main, Andres and 703 Main, Chretien for splitting use of the undeveloped parcel of property owned by the Village. Renewal cost remains at \$150.00 for each party and runs from 2/1/19-1/31/2020.

Motion to enter into the easement agreement at the noted rate was made by Deputy Mayor Lockhart, seconded by Trustee Zastrow. Discussion about this being a renewal and the same as previous years ensued. All in favor, motion was carried.

Authorization for Mayor Reynolds to sign the special event permit for the New York State Liquor Authority, Landlord Authorization form for the Friends of the Library event on April 12, 2019 for Dessert in the Stacks between 6:00 p.m. and 9:00 p.m. in the Library.

Motion to approve was made by Trustee Zastrow, seconded by Trustee Comerford. All in favor, motion was carried.

Authorization for Mayor Reynolds to sign the 2019 Town of Lewiston Water Pollution Control Sewer Use Agreement.

Motion was made by Trustee Zastrow, seconded by Deputy Mayor Lockhart to approve Mayor Reynolds signing the contract. Discussion ensued, the rate is increasing from \$3.50/thousand gallons to \$3.55/thousand gallons, this is the only change. All in favor, motion was carried.

Approval of David Thurlow to the alternate member position on the Village of Youngstown Planning Board.

Motion to approve David Thurlow to the Planning Board position was made by Trustee Zastrow, seconded by Trustee Comerford. All in favor, motion was carried.

**BUILDING USE:**

Request from Niagara Pioneer Soccer League to use the John Calvert room February 23<sup>rd</sup> and March 23<sup>rd</sup> from 10:00 a.m. - 12:00 p.m. for registration for the house league. Insurance expired, updated insurance in process.

Motion was made by Trustee Zastrow, seconded by Trustee Comerford to approve the use pending receipt of insurance. All in favor, motion was carried.

Request from the Youngstown Garden Club to use the parking lot for their annual plant sale on June 8<sup>th</sup> from 7:00 a.m. -3:00 p.m. Insurance provided by National Garden Club.

Motion to approve the use was made by Trustee Zastrow, seconded by Deputy Mayor Lockhart. All in favor, motion was carried.

Request from Riverview Fitness to amend their building use request Monday and Wednesday to 9:30 a.m. -12:30 p.m. (was 10:00 a.m.-12:00 p.m.) to allow for set up time.

Motion was made by Trustee Zastrow, seconded by Deputy Mayor Lockard to approve the amendment. Deputy Mayor Lockhart noted that there was an issue on Fridays with Silver Sneakers trying to come in too early, rushing the toddler program. The program manager was advised by the Recreation Director, and everything should run smoothly now. All in favor, motion was carried.

Request from Town of Porter Recreation to amend their building use request for the location of Community Yoga from the Gym, to the Cora Gushee room on Wednesday evenings from 6:30 p.m.-7:30 p.m. for 2019.

Motion to approve the amended request was made by Deputy Mayor Lockhart, seconded by Trustee Comerford. Trustee Zastrow asked why they wanted to move. Clerk-Treasurer Brown

advised that the instructor liked the space in the Cora Gushee room better. All in favor, motion was carried.

Request from Friends of the Library to use the gym for their book sale from April 22-April 28, 2019. Silver Sneakers will be notified of the event which would affect two of their classes. Insurance is on file.

Motion to approve the use was made by Trustee Zastrow, seconded by Trustee Comerford. It was noted Silver Sneakers was informed of this. All in favor, motion was carried.

Request from Youngstown Business & Professional Association to hold the St. Patrick's Day Parade from Hinman down Main to Falkner Park on Saturday, March 16 from 11:30 a.m.-1:00 p.m. The Police Department is requested to escort/lead the parade and close the roads as necessary. Insurance is on file.

Motion to approve was made by Trustee Zastrow, seconded by Trustee Comerford. Chief Schuey asked about the route and where the parade ends. Mr. Butera confirmed the route. All in favor, motion was carried.

Request from Town of Porter Story Hour to use the gym weekly on Tuesdays from July 2-July 30 from 9:30 a.m.-11:30 a.m. for entertainment and education. Insurance is on file.

Motion to approve the use was made by Trustee Zastrow, seconded by Deputy Mayor Lockhart. All in favor, motion was carried.

Request from Lewiston Porter Youth Football to hold football/cheerleading practices at Veteran's Park from Aug 19-Nov 8, 2019 from 5:00 p.m.-8:00 p.m. Monday-Friday. This is the same program they operated last year. Insurance is on file.

Motion to approve was made by Deputy Mayor Lockhart, seconded by Trustee Comerford. All in favor, motion was carried.

#### **ANNOUNCEMENTS:**

The next work session will be February 28, 2019 at 7:00 p.m. The next Board meeting will be March 14, 2019 at 7:00 p.m.

Mayor Reynolds announced the Board would be moving into Executive session following the Board meeting to discuss Union Contract negotiations.

So noted.

**OLD BUSINESS:** None

**NEW BUSINESS:** Trustee Zastrow asked Superintendent Muller about the issues with the generator for the building. Superintendent Muller advised the generator was not working and the repair company was called in to fix it. It is currently running properly.

### **BOARD REPORTS**

Trustee Zastrow reported that someone had their car stolen from in front of Orange Cat in Lewiston as they left their car running to go into the store.

Trustee Comerford reported that the Recreation Department minutes were distributed to the Board. Trustee Comerford announced Recreation Director Cudmore is retiring; however, there is no date for her resignation yet. The position of Recreation Director part-time has been advertised in the Niagara Gazette, posted to the Village website, posted to the Village Facebook page and posted in the Village Center. The Recreation Commission will start interviewing on February 26<sup>th</sup>. Recreation Director Cudmore has been with the program since 2003. Trustee Comerford reported that the Nancy Price memorial will be May 11, 2019. The Fire Hall will need to be opened at 8:00 a.m. and he is requesting Police assistance for the run. Celebrity Bar tending will be at the Stone Jug in August this year due to scheduling issues. It will be the 25<sup>th</sup> year. Trustee Comerford reported that the scholarships for the year are being handled and the kids program is running great. Trustee Comerford also reported that the Lions Club cash bash will be March 16 for 1:00 p.m.-4:00 p.m. at the Youngstown Fire Hall.

Attorney Caserta stated he will not be in attendance of the meeting on February 28, 2019.

With no further Board reports, Mayor Reynolds opened the meeting to Public comment.

**PUBLIC COMMENT--all comments shall be kept to 3 minutes and directed to the Village Board of Trustees.**

With no public comment, motion to adjourn the regular meeting and enter into Executive session was made by Deputy Mayor Lockhart, seconded by Trustee Comerford at 7:44 p.m. All in favor, motion was carried.

Motion to adjourn the Executive session was made by Trustee Zastrow at 8:09 p.m., seconded by Trustee Comerford. All in favor, motion was carried.

Submitted by:  
Wendy J. Brown  
Clerk-Treasurer