

Village of Youngstown

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Village of Youngstown Board of Trustees Minutes – May 9, 2019

PRESENT: Deputy Mayor Lockhart, Trustee Comerford, Trustee Zastrow, Trustee Fox, Building Inspector Stevens, Chief Schuey, DPW Superintendent Muller (7:10pm), Grant Writer Rotella, Clerk-Treasurer Brown. **ABSENT:** Mayor Reynolds, Attorney Caserta, and Engineer Lannon.

CALL TO ORDER:

The regular meeting of the Board of Trustees was called to order by Deputy Mayor Lockhart 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.

Deputy Mayor Lockhart opened the meeting to public comment. With no public comment, Deputy Mayor Lockhart stated he was moving two of the agenda items to the beginning of the meeting. Deputy Mayor Lockhart introduced Eagle Scout candidate Daniel Grainge to speak about his project for Lion's Park.

Scout Grainge began his presentation giving a description of his project. Scout Grainge stated that a brick pathway would be designed and constructed at the Lion's Memorial Garden. The pathway will connect the parking lot to the concrete pad supporting the three benches at the park. After completion of the pathway, the Lion's Club will hold a memorial brick fundraiser, where the bricks can be engraved. The DPW and Lion's club will assist with installation of the pathway, and there will be approximately 800 bricks. Scout Grainge stated the project would begin in late June and be completed by late August or September.

Trustee Fox made a motion to approve the project, seconded by Trustee Comerford. All in favor, motion was carried.

Deputy Mayor Lockhart then introduced Joe Crimi from the New York Power Authority. Mr. Crimi was invited by Trustee Fox to speak regarding the street lighting project the Village is reviewing.

Mr. Crimi gave a detailed presentation on upgrading the existing street lights system to LED street lights. The informational handout below was provided.

Village of Youngstown LED Street Light Bill Analysis

Project Summary

NYPA appreciates the opportunity to provide the Village of Youngstown with this analysis for a turn-key project upgrading the existing street light system to energy efficient, long lasting LED street lights. NYPA will partner with you to design and implement this important project. We are able to assist with project financing, for both the purchase of the existing lights from National Grid and the upgrade to more efficient LEDs. Through this project, Youngstown will upgrade all of its street lights; 151 in total. The annual savings generated by this project for your taxpayers is: over \$12 thousand in utility costs and 32 tons of CO2 emissions.

Scope of Services

NYPA proposes to provide the following services:

- Validating the accuracy of the lighting inventory and providing updates to lighting registry
- Where needed, offering guidance on the purchase of lighting equipment from the utility
- Providing engineering design by a licensed PE firm
- Purchase & Installation of new LED lighting equipment
- Providing project and construction management along with field supervision and project closeout
- Overseeing hazardous waste management and disposal in accordance with environmental law
- Finance all related costs through completion and turnover with up to 5 year repayment term

Benefits

- \$12,908 per year in utility cost savings
- Simple payback of 9.6 years
- Annual positive cash flow throughout
- Improved light quality and reliability with fixtures that are dark sky compliant
- Better control on servicing downed lights

Financials

- The cost to develop and implement this project on a full turn-key basis is estimated at \$131,347.
- The ten-year Savings-to-Investment Ratio (SIR) is 1.2, meaning \$1.20 saved for every \$1 invested
- The ten-year Return-on-Investment is 11.3%.

Next Steps

- Authorize NYPA to proceed with design and bidding of labor for Turnkey construction



Customer Energy Solutions

Mr. Crimi noted that NYPA will front the cost of the project. The cost will be paid back by the Village through the saving generated on the bills. This process can take from 8-10 years. After the cost of the project is covered, Mr. Crimi noted that the cost savings would then be passed to the Village. Mr. Crimi also noted that maintenance becomes the responsibility of the Municipality. Mr. Crimi stated in order to realize cost saving for a third part to perform the necessary maintenance on the street lights, Municipalities would need to come to a shared service type agreement with each other to contract a provider. Mr. Crimi reported that they have three municipalities signed on with two more strong commitments. Mr. Crimi stated as there are State regulations with timeframes, the paperwork should be submitted as soon as possible.

DEPARTMENTAL REPORTS

POLICE: Chief Schuey reported that his department is ready for the Nancy Price run on Saturday May 11th. Trustee Zastrow asked if was the same route as last year. Chief Schuey advised it was. Chief Schuey reported that he has not received a definite answer on the parkway closing, but it appears they are not closing it and sending traffic through Youngstown. Chief Schuey stated the North entrance will be open.

DEPARTMENT OF PUBLIC WORKS: Superintendent Muller reported that his department has been sweeping the streets in preparation of the Nancy Price run on Saturday. Superintendent Muller reported that there have been issues with the lift station; the DPW continues to identify the problems to correct them. Superintendent Muller reported that the water at the Jet Boat location continues to be an issue with their sewer issues and overflow of water. One pipe has been fixed and they are in the process of identifying other issues to correct the remaining problem. Superintendent Muller reported the DPW is cutting grass, and handling brush. Deputy Mayor Lockhart asked about the status of Water Street improvements. Superintendent Muller advised that the water is an issue right now as basins have to be placed prior to any work on the road.

ENGINEER: Absent. Deputy Mayor Lockhart reported that he spoke with Engineer Keyser regarding the next phase of the LWRP. Deputy Mayor Lockhart reported that Engineer Keyser stated it would be a 2-3year project with a new committee appointed. Local laws would have to be reviewed at the State level and any deficiencies addressed.

GRANT WRITER: Grant Writer Rotella reported that the repurpose of the LED grant is in process. Mayor Reynolds has to sign the voucher and it will be submitted for payment. Grant Writer Rotella continued that the Police Department grants are ready for use when Chief Schuey is ready to purchase items. Grant Writer Rotella expressed that his question on the LWRP was answered for now and would like to know if the Village will proceed with the application. Deputy Mayor Lockhart asked how long the reimbursement would take for the repurpose of the LED sign grant to come through. Grant Writer Rotella advised payment would be 30 days after the receipt of the voucher. Trustee Zastrow asked when Grant Writer Rotella would be meeting with the Lieutenant Governor. Grant Writer Rotella advised the meeting is Friday May 10th. Trustee Zastrow advised he would be interested to hear the outcome. Grant Writer Rotella advised he is also working with an attorney on the Senate Finance. Deputy Mayor Lockhart asked the status of the grant for security cameras for the Clerk's Office/building. Grant Writer Rotella advised the parameters have changed and our request does not fit into the parameters of the grant any longer. Deputy Mayor Lockhart asked the status of the NYS Achieves grant. Grant Writer Rotella advised it would be next month before any information was received.

BUILDING INSPECTOR: Building Inspector Stevens reported that he turned in his report. Busy season is starting and there was \$960.00 in permit fees received. Building Inspector Stevens reviewed the new CO2 regulations. A CO2 monitor is required for any beverage dispensing systems. This protects employees and first responders in case of a CO2 leak. Building Inspector Stevens recommended that this process dovetail with fire inspections. The CO2 detectors are approximately \$100.00 and the signage needed is approximately \$25.00. Building Inspector Stevens recommended there be no additional fee and that the information will be shared with first responders so everyone is aware when there is a system in use. Deputy Mayor Lockhart stated he would approve of Building Inspector Stevens recommendations.

Deputy Mayor Lockhart made a motion that the CO2 inspections and requirements be dovetailed with the fire inspections and be of no additional cost to the owner. Motion was seconded by Trustee Zastrow. All in favor, motion was carried.

ATTORNEY: Absent

CLERKS OFFICE: Clerk-Treasurer Brown reported that the April financials were provided to the Board for their review. Clerk-Treasurer Brown stated that the property tax cap and constitutional tax limit were both filed with the State. The Clerk's Office is currently working on gathering the information for Village taxes for the year.

MINUTES

Approval of, or changes to, the Board Minutes from April 11 (regular board meeting) and 25 (work session/public hearing), 2019.

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

CORRESPONDENCE:

Letter of resignation effective 5/2/19 received from Office Haag as he is accepting a full time position with the Lockport Police Department. Office Haag thanked the Police Department for the employment opportunity.

So noted.

Letter received from Andrew Heath regarding a suggestion of a community vegetable garden at Falkner Park.

Deputy Mayor Lockhart read a letter from Andrew Heath of Lockport Street.

April 24 2019

Dear Mayor Reynolds,

My name is Andrew Heath and I have a few suggestions for Falkner Park. I was talking to the people that work on the Peace garden. And I had an idea to make a community vegetable garden. They liked the idea a lot. Then I thought about a market. We could sell the vegetables, but for less money because the town pitched in to help grow the vegetables.

Also, if we raise enough money we could upgrade the bathrooms and add a peace garden water fountain.

From Your Citizen,

Andrew
Andrew Heath

Deputy Mayor Lockhart noted that Andrew is an 8 year old resident of the Village. Deputy Mayor Lockhart discussed the idea with the Board, who were in support of discussing the possibility of the garden. Deputy Mayor Lockhart carried the idea to the next work session where Andrew and any other interested party will be invited to attend to discuss the idea of a community vegetable garden.

Request from the Village of Lewiston Mayor Anne Welch, for support to raise funds towards their annual July 4th firework display.

Deputy Mayor Lockhart stated the funds are budgeted for this event in celebrations. Deputy Mayor Lockhart made a motion to contribute \$500.00 to the event in support of the firework display for the Village of Lewiston. Motion was seconded by Trustee Zastrow. All in favor, motion was carried.

AGENDA:

ABSTRACT OF AUDITED VOUCHERS:

Approval of the Abstract of Audited Vouchers for the period from April 11-May 9, 2019 in the amount of \$29,866.49.

| | |
|----------|-------------|
| General: | \$17,206.78 |
| Water: | \$11,841.43 |
| Sewer: | \$ 818.28 |
| Trust: | \$ 0.00 |
| Total | \$29,866.49 |

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

ITEMS:

Presentation by Eagle Scout candidate Daniel Grange for a project at Lion's Park.

Moved to start of the meeting, see notations listed prior to departmental reports.

Joe Crimi NYPA-Street Lighting.

Moved to start of the meeting, see notations listed prior to departmental reports.

Set August 3, 2019 as the date for the community picnic.

Deputy Mayor Lockhart noted that the date for the community picnic will be Saturday August 3, 2019.

BUILDING USE:

Request from the Youngstown Free Library to use the Cora Gushee room on Monday May 13th and Monday June 10th for adult meditation from 5:30pm-8:30pm.

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

Request from the Youngstown Free Library to use the John Calvert Room for the Library Board meeting on May 20, 2019 from 6:30pm-8:30pm.

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

Request from the Youngstown Free Library to use the John Calvert Room for library program for adults on June 10th from 5:30pm-8:30pm.

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

AUTHORIZATIONS:

Authorization for Mayor Reynolds to sign the annual software agreement with Williamson Law Book Company for Municipal Accounting Software 5/1/19-4/30/20 at a cost of \$1,226.00.

Trustee Zastrow asked if the support was necessary. Clerk-Treasurer Brown advised it was necessary to operate our system properly and gain assistance with any technical issues. Clerk-Treasurer Brown stated there will be agreements coming for payroll, taxes and water/sewer as

well. Trustee Fox made a motion to approve the authorization, seconded by Trustee Comerford. All in favor, motion was carried.

Authorization to amend the 2018/2019 budget line for \$3,000.00 for Police Salary (A3120.1) to reflect a grant received for \$3,000.00 (A2707) for patrols and for Police Salary (A3120.1) in the amount of \$2,000.00 and for Police donations (A2708) in the amount of \$2,000.00.

Trustee Zastrow restated that a grant was received. Motion to approve the authorization was made by Trustee Zastrow, seconded by Trustee Fox. All in favor, motion was carried.

Authorization to amend the 2018/2019 budget line for Village Center (A1620.2) to reflect the boiler project expense of \$66,430.00, and revenue for State Aid other (A3089) \$50,000.00 for the grant received.

Trustee Zastrow asked who made the donation to the police. Chief Schuey stated the donor wished to remain anonymous. Motion to approve the authorization was made by Trustee Zastrow, seconded by Trustee Fox. All in favor, motion was carried.

ANNOUNCEMENTS:

Deputy Mayor Lockhart announced the Nancy Price run is Saturday May 11, with registration beginning at 8:15 a.m. at the fire hall.

So noted.

The next work session will be May 23, 2019 at 7:00 p.m. The next Board meeting will be June 13, 2019 at 7:00 p.m. This will be the annual reorganizational meeting. A reminder that there is one Board meeting for the months of June, July and August.

So noted.

OLD BUSINESS:

Trustee Fox spoke about the utility audit. Trustee Fox stated the forms were sent to Attorney Caserta to review. Attorney Caserta advised things looked fine. Trustee Fox stated he felt it would be beneficial to participate in. The Board agreed.

Motion to authorize Mayor Reynolds to sign the agreement for the utility audit was made by Trustee Fox, seconded by Trustee Comerford. Attorney Caserta has the document. All in favor, motion was carried.

NEW BUSINESS:

Trustee Fox stated he researched information regarding parking stations as a potential revenue source for the Village. Trustee Fox felt there could be two parking stations located at the river. This would generate revenue for the Village and also rotate the spots for visitors. Trustee Fox discussed ideas that perhaps residents could be given some free hours for the spaces. Discussion continued as to enforcement of the parking stations and expired times for tickets. Discussion on who and how it would be monitored continued by the Board. The Police department would handle when an Officer was on duty, and the need to identify other avenues for enforcement was made by the Board. Deputy Mayor Lockhart stated that the discussion should be added to the next work session and the Board should come with other ideas on revenue generating plans. Deputy Mayor Lockhart presented the idea of selling the triangle piece of property the Village owns on the S curve on Third Street if it deemed a sellable lot. Building Inspector Stevens stated he felt it was a sellable lot.

BOARD REPORTS:

Trustee Fox reported that he toured the theatre at Fort Niagara. Trustee Fox expressed that Dave Graf has done a wonderful job on awareness and getting the State to approve his use and refurbishing of the theatre. Trustee Foxed stated he feels the Board should continue to support the efforts in any way it can. Trustee Fox also reported that he is very happy with the barber on Main Street and everyone should support him. Trustee Fox expressed how happy he was Main Street is so busy.

Trustee Zastrow reported that he registered for the Nancy Price run. Trustee Zastrow went on that the race is a revenue generator and that there are usually two \$1,000.00 scholarships awarded. Trustee Zastrow felt that since there is \$24,000 in the Nancy Price savings account the scholarship would be funded for many years. Trustee Zastrow felt the funds could be used for more than just the scholarships. Trustee Zastrow was hoping Recreation Director Harrison was at this meeting and perhaps he could be contacted or available at the next meeting to discuss this. Trustee Comerford added that the next Recreation Commission meeting in May 20th and he would bring this up to the Committee.

Trustee Comerford reiterated that everything was ready for the Nancy Price run this Saturday. Trustee Comerford reported that softball will begin May 18th. The opening tournaments will start June 7th-9th and the Recreation Department has been working on preparation of the ball diamonds. Trustee Comerford reported that staffing will be set for summer recreation at Falkner Park.

Deputy Mayor Lockhart stated he was happy to see weekend hours added to the splash pad for families to come out and enjoy the park and perhaps visit the businesses on Main St.

Superintendent Muller added that he feels something needs to be addressed to handle writing parking tickets in the winter months. If only the Police Officers can write the tickets, someone

needs to be on shift from 3:00 am through morning. Trustee Fox stated he felt something had to be done with authorizing someone other than the Police Officers to write necessary tickets. The Board will review the restrictions and rules with Attorney Caserta.

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

Deputy Mayor Lockhart opened the meeting to public comment. With no public comment motion to adjourn the regular meeting was made by Deputy Mayor Lockhart, seconded by Trustee Fox. All in favor motion was carried at 8:24 p.m.

Submitted by:

Wendy Brown
Clerk-Treasurer