

Village of Youngstown

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Village of Youngstown Board of Trustees Work Session Minutes– May 23, 2019

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

CALL TO ORDER:

The Work Session 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. Sue MacNaughton of Main Street asked for an update on the LWRP. Mayor Reynolds stated that the initial phase has been completed. Information has been received for the second phase and costs and required work are both very large. Deputy Mayor Lockhart added that it has become a full blown rewrite of all Village codes. Ms. MacNaughton asked who worked on the original phase. Deputy Mayor Lockhart advised he did as well as, John Stevens, Mark Fox, Raleigh Reynolds, and Bob Lannon's Engineering firm. Ms. MacNaughton then asked who placed the banner across Lockport Street near the garage. Ms. MacNaughton stated they were asked not to place one any longer for the Regatta and if it is permitted now, they would like to place one as well. Mayor Reynolds stated no one had approached the Village and asked to hang the sign. It was noted that a Town of Porter truck and a Town of Wheatfield truck placed the sign. Trustee Fox asked what the sign said. It was noted it advertises Porter on the Lake festivities on one side and "Welcome to Youngstown" by the YBPA on the other. Ms. MacNaughton stated she was advised they could not place a banner like that any longer and would like one if it is now permitted. Chief Schuey stated that he does not know of a law prohibiting signs across the road. Mayor Reynolds stated that he did not think they could be placed there and would check into information on it. Ms. MacNaughton then asked about regulations for food trucks in the Village. Attorney Caserta advised the Board reviewed the codes but did not pass any action specifically on food trucks. Ms. MacNaughton asked for an update on the parking lot area on Hinman and Main Streets. Attorney Caserta replied that there were issues with the cost of the appraisal. Attorney Caserta advised that the Church was willing to listen but things did not progress. The Church is now in the process of finding a new priest.

Karen Swayze of the Youngstown Free Library Board thanked the Village Board for their support for the recycling day held on May 4th. The event was a great success filling one and a half trucks with electronics. The Library may sponsor it again.

CORRESPONDENCE:

Notice from American Diabetes Association that the TourdeCure will be passing through Youngstown on June 1, 2019. The Police and Fire Departments have been notified.

So noted.

Request for a letter of support for the Niagara Falls National Heritage Area and Discover Niagara Shuttle to receive 1% of the local occupancy tax to support operations.

So noted.

Request from Edward Millar to photograph the Cold Storage building for a vernacular architecture survey project. Attorney Caserta has drafted a release form.

So noted. The Board approved Mr. Millar's request.

BUILDING USE:

Request from the YBPA for June 20, 2019 for the annual Street Dance/Car Show. Request to close Main St-From Lockport Street to Hinman Street. Insurance has been received.

Chief Schuey noted that they also close Second Street. Motion to approve the request to close Main Street from Lockport to Hinman and Second Street was made by Trustee Fox, seconded by Trustee Comerford. All in favor, motion was carried.

RECREATION:

Summer recreation hires: Samantha Peterson, Julia Tewsley, Courtney Brown, Ian Sherman, Emily Muller, Megan Sherman, Jenna Deutschman, Parker Reisman.

So noted. Motion to approve summer recreation hires was made by Trustee Comerford, seconded by Trustee Fox. All in favor, motion was carried.

POLICE:

New hire discussion.

Attorney Caserta stated this would be moved to Executive session as specific names would be used in the discussion.

AUTHORIZATION:

Authorization for Mayor Reynolds to sign the annual software contract with Williamson Law Book Company for Tax Collection with TaxGlance Software from 6/1/19-5/31/20 at a cost of \$629.00 and Payroll Software from 6/1/19-5/31/20 in the amount of \$1,067.00.

Motion was made by Deputy Mayor Lockhart to approve the noted authorization, seconded by Trustee Fox. All in favor, motion was carried.

Authorization for Mayor Reynolds to sign the lease agreement with the Niagara River Anglers Association effective 6/1/19-5/31/2020.

Motion was made by Trustee Fox to approve the authorization as noted, seconded by Trustee Comerford. Deputy Mayor Lockhart confirmed the terms were the same as last year. All in favor, motion was carried.

ABSTRACT OF AUDITED VOUCHERS:

Approval of the Abstract of Audited Vouchers for the period from May 9- 23, 2019 in the amount of \$19,204.08.

General:	\$17,539.14
Water:	\$ 398.14
Sewer:	\$ 0.00
<u>Trust:</u>	<u>\$ 1,266.80</u>
Total	\$19,204.08

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

OLD BUSINESS:

BISTRO/PICNIC TABLES:

(January 24, 2019) Attorney Caserta will research permits needed and policy for bistro or picnic tables on walkways in the Village.

(February 28, 2019) Although Attorney Caserta was absent, he reported he is in the process of researching the requirements.

(March 28, 2019) Attorney Caserta stated that he believes that the liquor authority should be involved with perhaps a special permit and that there may be ADA regulations for implementation. He stated he would have something more formal for the next meeting.

(April 25, 2019) The Board is in favor of being business friendly on Main Street. Trustee Fox stated the special use permit would probably be the best way to handle any request. Building Inspector Stevens stated he felt this was a Village issue, that the requirement should include a certain number of feet from the curb that items could be located. The businesses would have to follow the requirements for serving outside. Attorney Caserta will draft a letter to the businesses and forward to Clerk-Treasurer Brown for distribution. Draft letter received 5/23, copies to Board for review.

Mayor Reynolds asked for comments on the draft letter submitted by Attorney Caserta. Deputy Mayor Lockhart made sure the letter covers insurance and holds the Village harmless. Attorney Caserta confirmed it did. The Board further discussed fees and requirements. Building Inspector Stevens will be handling review and approval of the permit. The Board agrees there should be a fee associated with the permit. Attorney Caserta will update the letter and return it to the Clerk's Office for distribution once completed.

CONVERSION OF BAN TO BOND:

Clerk-Treasurer Brown contacted Attorney Caserta who instructed her to check with KeyBank. KeyBank advised that a callable Bond would carry about 25-30 extra points versus a regular Bond. KeyBank would work with the Village as needed to convert the BAN. Information was provided to Attorney Caserta.

(March 28, 2019) Attorney Caserta stated that the Village has until around July 1, 2019 to make a decision on the best solution for the conversation as the next payment is not due until October.

(April 25, 2019) Updated provided to the Board on 5/9 email regarding details.

Attorney Caserta stated he felt the best handling is to see if the grant is released as many actions are taken in Albany prior to summer recess. Once the Village knows if the grant is being paid, better decisions can be made on how to handle a conversion from the BAN to a Bond.

NEW BUSINESS:

Vegetable Garden: Request from Andrew Heath for consideration of a community vegetable garden located at Falkner Park. Andrew will be attending the 6/13 meeting to discuss his plans.

So noted.

Bobbie Stokes of Riverview fitness addressed the Board regarding holding yoga classes once a week in perhaps Falkner Park, down near the water, or the Gazebo area. Ms. Stokes advised the classes would be free to introduce people to what Riverview Fitness has to offer. Mayor

Reynolds stated the water levels may be an issue this year to hold classes at the bottom of the stairs near the Gazebo and asked if the stairs would present an issue. Deputy Mayor Lockhart stated there may be some issues with parking on Main Street if the event is at Falkner Park. Ms. Stokes stated the class would be early, probably 9:00 a.m. Mayor Reynolds stated to be aware of the water levels depending on where the class is held. Mayor Reynolds advised Ms. Stokes to check with the Recreation Director and Village Office to ensure there is no conflict with the park use. Deputy Mayor Lockhart stated the Board was in favor of the idea. Trustee Fox stated it was a nice thing to offer for free.

Parking Stations/Revenue Sources: Board should also 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/buildable lot. Building Inspector Stevens stated he felt it was a sellable/buildable lot.

Trustee Fox presented parking stations at the 5/9/19 Board meeting. Potential issues are enforcement. Attorney Caserta confirmed only Police Officers can write tickets. A meter maid or parking enforcement officer would have to be employed by the Police Department.

Trustee Fox spoke about the parking stations. Trustee Fox stated with the issues of the water levels, it may not be the best time to implement the meters. Trustee Fox stated he did feel it was something the Board should pursue. Attorney Caserta stated there would need to be a change to the parking zone codes. The Board discussed they felt this was a good idea, and would run Memorial Day through Labor Day. Attorney Caserta advised he would have suggestions for handling for the June 13th Board meeting.

Deputy Mayor Lockhart discussed the high water level and effects at the Village boat launch. Deputy Mayor Lockhart stated the high levels have made launching a boat dangerous. Deputy Mayor Lockhart suggested the boat launch be closed until the water levels have receded. Attorney Caserta stated the Village could close the boat launch, adding that Mayor Reynolds had already signed a declaration for a State of Emergency. Discussion followed at what point Water Street may need to be closed due to flooding. The Board agreed if the water levels encroach onto Water Street the Board would look at taking action to close the street. The Village insurance carrier NYMIR agrees with the approach. The Board noted that the businesses and condos in that area would be affected and the Village would have to discuss handling. Mayor Reynolds stated that we have been provided with a pump if needed from Emergency Management Services. Deputy Mayor Lockhart also noted that there could be sewer issues if the road does flood.

Deputy Mayor Lockhart spoke about the lot owned by the Village at the S curve on Third Street. Deputy Mayor Lockhart asked if the Board favored placing the lot back on the tax rolls in consideration of selling the parcel. Trustee Fox asked how the lot would be sold, does it have to be bid on, or auctioned. Attorney Caserta stated it would need an assessed value and could be

placed with a realtor or at auction. The Board approved the idea and Attorney Caserta will gather details.

Clerk-Treasurer Brown asked the Board if they would like to issue the letter of support for the Niagara Falls Heritage area and Discover Niagara Shuttle. Trustee Fox stated he felt it was a beneficial service and directing 1% of the tax would be a good decision.

Deputy Mayor Lockhart made a motion to issue a letter of support, seconded by Trustee Fox. All in favor, motion was carried.

Chief Schuey asked Mayor Reynolds for approval to purchase the equipment needed for the grants he has received approval on as the purchased will exceed \$250.00. Mayor Reynolds advised Chief Schuey he could move forward with the purchases effective for June.

Chief Schuey also asked Mayor Reynolds who he should speak with at the parks department regarding the soccer tournaments as last year there were traffic issues at Fort Niagara. Mayor Reynolds provided Chief Schuey with the contact information.

ANNOUNCEMENTS:

The Board will enter into executive session following the work session for Union Contract and litigation matters.

So noted.

The next Board meeting will be June 13, 2019 at 7:00 p.m.

So noted.

Mayor Reynolds asked for any public comment. With no further public comment, Deputy Mayor Lockhart made a motion to adjourn the regular meeting and enter into Executive session at 7:50 p.m. Motion was seconded by Trustee Comerford. All in favor, motion was carried.

Motion to adjourn the Executive session was made at 8:47 p.m. by Trustee Comerford, seconded by Deputy Mayor Lockhart. All in favor, motion was carried.